

ORGANIZATION: Ruby City
POSITION: Director
REPORTS TO: Board of Trustees
LOCATION: San Antonio, TX
WEBSITE: www.rubycity.org
TO APPLY: Please send resume and cover letter to RubyCityDirector@pbrsearch.com.

BACKGROUND

Ruby City is a 14,000-square-foot contemporary art center in the heart of San Antonio, TX, dedicated to providing a space for the city's thriving creative community to experience works by both local and internationally acclaimed artists. Originally envisioned in 2007 by the late collector, philanthropist, and artist [Linda Pace](#) and opening to the public in October 2019, Ruby City will present works from the [Linda Pace Foundation Collection](#), which includes more than 900 paintings, sculptures, installations, and video works. The new building, designed by renowned architect [Sir David Adjaye OBE](#), is part of a campus that also includes [Chris Park](#), a one-acre public green space named in memory of Pace's son, and [Studio](#), an auxiliary exhibition space which presents curated shows and programming throughout the year. Ruby City admission, exhibitions, and events are free and open to the public.

POSITION

The director will serve as the primary face and voice of Ruby City and will work with the board, staff, and other stakeholders to set the vision for the future through thoughtful planning. As chief spokesperson and strategic leader of the organization, he/she/they will have a strong external presence and will cultivate partnerships with community organizations and civic leaders, as well as provide leadership and management to staff. The director will foster a culture of active collaboration, both internally and externally, in service of the mission and to ensure that the collection, programs, and other activities leverage and amplify one another. In addition, they will bring rigorous business and operational discipline to the organization, ensuring that Ruby City continues to operate with financial prudence. Finally, the director will build and maintain relationships in the contemporary art world to ensure that Ruby City becomes a locally, nationally, and internationally known organization.

RESPONSIBILITIES

Strategic Leadership

- Work with the board and staff to develop Ruby City's next strategic plan, with a focus on several key goals: refine Ruby City's priorities and future plans in a way that stays true to Linda Pace's vision while also evolving as it becomes a more public-facing organization; continue to grow the collection and responsibly steward its financial assets; lead, manage, mentor, inspire, and retain high-quality staff; and ensure a high-quality, relevant, meaningful experience for all who interact with Ruby City's campus.
- Effectively communicate the goals of the strategic plan both internally and externally so that all stakeholders understand their role and responsibility in making the plan a reality.
- Working closely with the board, attract and retain board members who will actively assist Ruby City in achieving its strategic, programmatic, and financial goals over the next three to five years.
- Lead and manage the staff so they are inspired to do exceptional work; be a positive and accessible presence.
- Set high standards for professionalism, work product, and collegiality, and hold people responsible for maintaining them; and support staff in their careers, ensuring people have opportunities for professional development that enhance their growth and their work.
- Bolster communications across the organization so departments are sharing information and cross-collaborating in productive ways.
- Communicate in an effective and timely manner so that staff understand board and executive decisions and can adjust their work accordingly.
- Ensure staff members understand how their specific roles contribute to the overarching mission and purpose of the organization.

Financial and Operational Leadership

- With the head of collections and communications, manage and grow the collection, including evaluating loan opportunities and collaborating with the board on potential acquisitions.
- Ensure a consistent, high-quality visitor experience across all of Ruby City's campus, including developing meaningful public programming.
- Collaborate with the accounting and administration officer to oversee Ruby City's financial operations, including budgets and long-term financial planning, ensuring the organization has effective operational and financial procedures in place.
- Work closely with an outside investment manager, key staff, and the board to conduct long-term projections and ensure that Ruby City is appropriately planning for the future.
- Work in close partnership with the facilities officer to ensure that all parts of the campus (Ruby City, Chris Park, Studio, and the arts storage facility) are well-maintained.
- Evaluate current processes, procedures, and systems, and institute new ones as necessary to ensure Ruby City is maximizing its business efficiency and delivering an excellent visitor experience.

External Relations

- Become a valued and visible member of the contemporary art communities locally, regionally, nationally, and globally, with the ability to engage with and mobilize those who care about Ruby City, including artists, civic leaders, community members, partner organizations, and board members.
- Be the external representative of Ruby City, working to elevate its profile and expand appreciation for and awareness of its mission.
- Identify and develop partnerships with like-minded organizations in order to further the mission.
- Assure and further a collegial working relationship with Artpace and its leadership.

QUALIFICATIONS

The ideal candidate will be a seasoned, strategic, emotionally intelligent leader with an interest in contemporary art and the ability to shepherd the organization into this next, public-facing phase of its existence. Specifically, the director will have:

- At least ten years of executive management experience, with a track record of motivating results-oriented teams.
- Demonstrated interest in contemporary art, with the ability to leverage relationships with artists, museum directors, and other leaders in the art world for Ruby City's benefit.
- The ability to be a strategic visionary and a great leader for artistic and administrative staff, the board, and the community.
- Emotional intelligence, a winning personality, and the desire to engage with people from various disciplines and backgrounds.
- Excellent management and interpersonal skills and experience leading staff in ways that emphasize teamwork and growth.
- Strong written and verbal communication skills and a persuasive and passionate communication style.
- Track record of working with a board of trustees, with the ability to expand existing and develop new board member relationships.
- Financial acumen and ability to conduct long-term projections.
- A bachelor's degree, with an advanced degree in a related field preferred.

Ruby City is an Equal Opportunity Employer and does not discriminate on the basis of age, color, national origin, ethnic origin, citizenship status, disability, race, religion, creed, gender, sex, sexual orientation, gender identity and/or expression, marital status, veteran status, or any other characteristic protected by federal, state, or local law in its employment policies. In addition, Ruby City will provide reasonable accommodations for qualified individuals with disabilities.