

ORGANIZATION: Boca Raton Museum of Art
POSITION: Executive Director
REPORTS TO: Board of Directors
LOCATION: Boca Raton, FL
WEBSITE: www.bocamuseum.org
TO APPLY: Please send cover letter and resume as one PDF to BRMAED@pbrsearch.com with title format "Last Name First Name – Letter Resume."

BACKGROUND

The Boca Raton Museum of Art explores a broad spectrum of visual culture at the highest level of quality, reflecting the creative expression of southeast Florida, the region, the country, and the world. Serving as the cultural heart of Boca Raton, the organization operates the Museum in Mizner Park and the Art School in its historic building on Palmetto Park Road. Together, they form an expansive creative campus that exemplifies a civic commitment to excellence in arts and education. The Museum values cultural, artistic, and intellectual diversity and accommodates a wide range of experiences and learning styles. The recently renovated interior and completely reimaged and refurbished exterior of the Museum's main building allows for an inviting, visible, and accessible place that welcomes South Florida residents and visitors of all ages and backgrounds. The Museum's inclusive, welcoming spirit encourages people to engage in exhibits, programs, and classes that heighten their understanding and appreciation of the visual world.

POSITION

The executive director will be a strategic, imaginative leader with the ability to set a vision for the organization in its 75th year and beyond. They will also serve as the public representative of the Museum, providing inspiring leadership to all stakeholders. As part of this vision, they will partner with a dedicated and experienced staff to develop a comprehensive operational and financial strategy and cultivate mutually beneficial partnerships with engaged board members, funders, collaborators, other museums and nonprofit organizations, and local businesses. The ideal candidate is an innovative thinker and doer with the ability to lead the Museum toward sustainable growth, while expanding its reputation as a vital hub for the visual arts in southeast Florida.

RESPONSIBILITIES

Strategic Leadership

- Work with key stakeholders, including staff, board members, and partners, to set and execute an organizational strategy that builds on the Museum's 2023-2025 strategic plan.
- Lead conversations and come to an actionable decision around the necessary rebuilding or relocation of the Art School campus. Engage in scenario planning, financial projections, space allocations, etc. in alignment with the overall Museum goals and the goals of the Art School and education programs.
- Effectively communicate the Museum's strategic goals both internally and externally so that all stakeholders understand their roles and responsibilities in bringing these ideas to fruition.
- Adapt and align organizational structures and ways of working as needed to ensure that the Museum's exhibitions, staffing, and budget are financially sustainable and aligned with overall goals.

Team Leadership

- Provide motivational leadership for a team of ~40 full-time and additional part-time and seasonal staff so they are inspired to continue doing exceptional work.
- Ensure team members at the Museum and the Art School understand how their specific roles contribute to the overarching mission and purpose of the organization.

- Bolster communications across the organization, developing formal and informal communications channels so all staff share information, ideas, and inspiration and cross-collaborate in productive ways.
- Work with senior leadership to build on the Museum's positive, supportive culture that attracts and retains staff and provides opportunities for professional development.

Financial and Operational Leadership

- Lead the team in a results-focused, data-driven way to achieve strategic objectives.
- Be responsible for the overall fiscal health of the Museum's ~\$7.5M budget, with an eye towards continuing to build long-term sustainability.
- Collaborate with senior team members to ensure that the Museum's physical plant, operations, and finances are aligned with best practices and strategic goals.

Fundraising and External Relations

- Working with the Museum board and the development team, realize a comprehensive fundraising plan to diversify and grow support, build the endowment, and ensure long-term financial sustainability.
- Serve as a spokesperson and advocate for the Museum's goals of bringing a broad range of visual culture to the city and region that exemplifies excellence in arts and education. To facilitate these goals, identify, strengthen, and sustain relationships with a wide array of stakeholders, including funders, partners, city and state officials, and the broader public.
- Act as the Museum's lead fundraiser, developing relationships with and raising funds from a variety of sources.
- Continue to expand the Museum's role as a premiere art destination in the region.

Board Relations

- Work closely with an engaged and active board to determine and evaluate the strategic direction for the Museum.
- Develop strong relationships with each board member, ensuring their contribution to the Museum is aligned with their interests and the organization's needs.
- Partner with the board to attract, engage, and retain board members who can help the Museum realize its mission and vision.

QUALIFICATIONS

- Significant executive leadership experience in an art museum with external and internal responsibilities.
- Demonstrated experience developing and executing a plan to take an organization from great to greater.
- A passion for fundraising from private and public sources, experience collaborating with an active and engaged board, building donor relationships, and thinking creatively about revenue streams; experience and demonstrated success in fundraising strongly preferred.
- Superior managerial and interpersonal skills, and experience leading a highly capable staff in ways that emphasize collaboration and teamwork. A track record of leading and inspiring results-oriented teams to meet specific organizational goals.
- Experience working with external partners, including museums, city officials, cultural institutions, local businesses, and donors.
- Knowledge of or experience with the cultural landscape of southeast Florida a plus, but not required.
- A bachelor's degree is required.

PERSONAL ATTRIBUTES

- An instinctive, compassionate, inspirational, and strategic leader with the ability to establish priorities, set a direction, and make clear decisions that advance organizational growth and community impact.
- A demonstrated interest in visual arts and culture; an understanding of visual arts programming that is exciting and accessible to a diverse, twenty-first century audience.
- Emotional intelligence and a natural ability to navigate and engage with diverse audiences including staff, board, donors, government officials, local businesses, visitors to the Museum, and community stakeholders.
- Strong business sense and financial acumen.
- Strong written and verbal communication skills; a persuasive and passionate communication style.
- An inclusive, collaborative mindset and the ability to inspire others.

COMPENSATION

- Anticipated salary \$275K; final compensation to be determined based on alignment with required qualifications and relevant experience
- Attractive, competitive benefits package, including medical insurance, 401(k) plan, and PTO

Frequently cited statistics show that women and people from underrepresented groups apply to jobs only if they think they meet 100% of the criteria. If you meet many but not all the criteria and feel you may be a good fit for the role, Boca Raton Museum of Art encourages you to apply.

Boca Raton Museum of Art 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, Boca Raton Museum of Art will provide reasonable accommodations for qualified individuals with disabilities.