



POSITION: Executive Director

SUMMARY: The Executive Director is the chief executive officer reporting to the Chair of the Board of Trustees. This is an inspirational role for an innovative, engaging, and passionate leader who believes the arts play an important role in a community and in people's lives. S/he is accountable for all aspects of the museum's operation to include: strategy, marketing and public relations, development, exhibit curation, events and programs, facilities, financial management, human resources, technology, and security. The Executive Director is also accountable for the guest experience and continuous improvement of the museum.

ESSENTIAL FUNCTIONS AND RESPONSIBILITIES:

- Building from a recently completed organizational assessment and visioning project, create and drive a new Strategic Plan that defines the next era of excellence for MOCA
- Develop annual objectives that align with the Strategic Plan and ensure achievement of near-term operational goals as well as progress toward longer-term strategic objectives
- Serve as a leader and influencer in the regional arts and cultural community to promote the arts and role of the museum
- Build and maintain strong relationships with key influencers, donors, artists, collectors, members, educators, philanthropic organizations, corporate leaders, peer institutions, media, and city representatives
- Lead significant development and marketing efforts that expand the museum's profile and brand
- Oversee day-to-day operations of the museum and museum activities across the community; deliver against financial objectives
- Manage and mentor museum leadership to achieve objectives and position the museum for long-term success; define succession plans and development for key personnel
- Continuously grow and expand the museum's role in the community serving guests and presenting inspirational contemporary art and exhibits

REQUIRED QUALIFICATIONS: Bachelor's degree is required. A Master's degree in a related area of business or art is preferred. A minimum of 10 years leadership experience and senior management responsibility is required. Must possess exceptional interpersonal, oral, and written communication skills. Strong development and public relations experience is important. A proven track record of operational results in a museum or arts-related non-profit is required.

ADDITIONAL REQUIREMENTS: Regional travel and occasional overnight travel may be necessary; work schedule may include evenings and weekends.

APPLICATION INFORMATION: If you believe you have the appropriate experience and passion, please send your qualifications and a cover letter to Search@VirginiaMoca.org. No phone calls please.

[Virginia MOCA](#) is a nonprofit institution founded in 1952 to foster awareness, exploration, and understanding of the significant art of our time. Regularly changing exhibitions feature painting, sculpture, photography, glass, video, and other visual media from internationally acclaimed artists as well as artists of national and regional renown. By balancing its four primary activities—gallery exhibitions, studio art classes, educational outreach programs, and outdoor art shows—MOCA seeks to involve a diverse regional public in the rich and active language of contemporary visual art.