



## **EXECUTIVE DIRECTOR POSITION ANNOUNCEMENT**

The New Mexico Humanities Council (NMHC), located in Albuquerque, New Mexico, is seeking an Executive Director to oversee all aspects of institutional operations, communications, advocacy, advancement, and long-term strategic planning. Our current Executive Director is retiring after 25 years of distinguished and successful leadership.

Established in 1972, the New Mexico Humanities Council is a 501(c) (3) organization, the state affiliate of the National Endowment for the Humanities (NEH) and an active member of the National Federation of State Humanities Councils. The NMHC is dedicated to working with public audiences to bring the humanities to life throughout New Mexico. Current institutional partners include the National Hispanic Cultural Center, The University of New Mexico, The National Endowment for the Arts, The Quality of Life Initiative, the Historical Society of New Mexico, the New Mexico Department of Cultural Affairs and the Kimo Theater.

The NMHC is governed by a volunteer Board of Directors. The Board sets policy, reviews applications for NMHC grants, and oversees other programs conducted by NMHC. The ED will execute policies established by the Board and within the guidelines established by the National Endowment for the Humanities.

The NMHC has a passion for fulfilling its mission of strengthening our connections with one another and facilitating imaginative explorations of who we are, who we have been, and who we aspire to be. The NMHC defines the humanities as the study of human culture with particular emphasis on the liberal arts; the cultural implications of the natural sciences, social sciences, and the professions; and individual self-expressions that deal with abiding and perennial human questions and concerns. The NMHC encourages and supports the humanities by seeking out and funding innovative and imaginative programs that lead to a greater understanding of, and to motivating interest in, the richness of the human experience throughout New Mexico. In both residents and visitors, the NMHC seeks to inspire an appreciation for the rich diversity of land, people, and ideas.

The NMHC provides grants to organizations statewide through a competitive selection process and also conducts its own programs such as National History Day, Chautauqua Programs, the multi-state NEH projects such as the “Colorado River: Moving Waters in the Arid West,” the Smithsonian Institution’s traveling exhibitions in rural or remote New Mexico communities, the Museum on Main Street Program, and the Pulitzer Dialogues Book Discussions. The NMHC has presented nationally recognized speakers such as William deBuys. In 2014, celebrated author and poet, Naomi Shihab Nye was featured at the Council’s fall event in a program entitled, “Unbreakable News, our Lives in Poetry.” The NMHC sponsors humanities initiatives that reach underserved audiences throughout New Mexico such as the multi-session reading and discussion program for veterans using an anthology from the Great Books Foundation

## **ORGANIZATIONAL GOALS**

The NMHC remains committed to the substance of its statements of mission and goals as follows:

- to support quality projects and programs which engage citizens (scholars and public audiences) in discussions of community, state, national, and international topics and issues appropriate to the humanities
- to enhance the civic and cultural life of New Mexico’s citizens through projects and programs that offer neutral spaces for respectfully sharing different viewpoints
- to provide easy access to quality humanities programs and projects that cultivate empathy for citizens and communities throughout New Mexico
- to strive for diversity in the humanities by encouraging learning opportunities across disciplines, formats, scholars, and public audiences participating in NMHC projects and programs
- to facilitate critical thinking and informed citizenship by convening communities to consider human ideas and experiences from various disciplines and perspectives

The mission and goals of the NMHC reflect its history, its current relationship with its principal funder, the National Endowment for the Humanities and sustained commitments by the NMHC Board of Directors.

## **THE OPPORTUNITY**

The NMHC Board seeks applications and/or nominations for a dynamic, visionary, and accomplished leader for the position of Executive Director. In addition to building upon the Council’s tradition of achievement, the ED will provide leadership, management and oversight for the NMHC headquarters and staff, advocate for strong and effective working relationships with the Board of Directors and oversee external relations including programming and development.

**A competitive applicant for the Executive Director role will have many of the following knowledge areas skills or abilities:**

The Executive Director will have opportunities to succeed and contribute to the growth and advancement of the NMHC. Some key priority areas are:

- Organizational Fundraising and Institutional Advocacy
- Management and Oversight of the NMHC
- Organizational Vision and Planning
- Program Development and Evaluation

Candidates are expected to have a record of successful leadership, preferably in an educational, nonprofit, or organization involved in public humanities setting.

**A competitive applicant for the Executive Director role will have many of the following knowledge areas skills or abilities:**

- Demonstrated advocacy for excellence in the humanities with a sound understanding and appreciation of New Mexico, its peoples, their histories and their cultures
- Proven leadership in nonprofit management, including strategic, managerial, and operational experience planning, budgeting, developing and delivering innovative programs within a budget that includes federal, state and private funding sources
- Established fundraising experience and collaborative partnership-building experience within a non-profit entity
- Team building skills and practical applications that enhance staff development and collaboration with the governing board in order to implement initiatives that leverage diverse talents, resources, and ideas
- Accomplished communication skills that facilitate simultaneous outreach to underserved communities and effective communication of the NMHC concepts, values and achievements to citizens, officials, organizations, policy makers, potential donors and decision makers
- Aptitude for increasing the NMHC impact and visibility through productive, synergistic partnerships with diverse organizations
- A passion for humanities programming that helps New Mexico residents and the state better meet the challenges of the future.
- Advanced degree in a humanities or related field, doctorate preferred.

- Excellent organizational and computer skills
- Knowledge of Spanish and/or Native American languages.

## **COMPENSATION**

This full-time position offers a compensation and benefits package, consistent with that of organizations similar in size, scope, scale and geographic location. Salary will be commensurate with responsibilities and experience.

## **TO APPLY**

**Only E-mail applications will be accepted.**

To apply, visit <https://www.nmhum.org/EDsearch>. Submit a letter of interest, CV or resume, and contact information for three references. For questions about the position or for assistance with the application please contact Dr. Rosalie Otero at [otero@unm.edu](mailto:otero@unm.edu) or Dr. Jon Hunner at [jhunner@nmsu.edu](mailto:jhunner@nmsu.edu).

For more information about the New Mexico Humanities Council, please visit the NMHC web site: <http://www.nmhum.org>. For full consideration, applications should be submitted by March 17, 2017. The starting date is negotiable with a preferred starting date of July 1, 2017. The Search Process will remain open until the position is filled. *The NMHC is an Equal Opportunity Employer. It is the policy of the NMHC not to discriminate based on gender, age, disability, race, color, religion, marital status, veteran's status, national or ethnic origin, or sexual orientation.*