

# GREENHILL

CENTER FOR NORTH CAROLINA ART

## POSITION ANNOUNCEMENT

Green Hill Center for North Carolina Art (GreenHill) is seeking its next Executive Director/CEO to lead the organization into its fiftieth year and beyond. The Executive Director is an inspirational leader, bringing passion, commitment, and leadership for the exhibition and educational programs of GreenHill while stewarding and expanding its base of support.

The Executive Director reports to the Board of Directors. Working in collaboration with the board, the Executive Director is responsible for the overall sustainability of the organization, which includes its financial well-being, building and cultivating strong relationships with diverse stakeholders and upholding the highest standards for creative vitality in exhibitions and educational programming.

### **Key Responsibilities**

#### **Leadership**

- Energetic and inspiring leadership of staff, including annual reviews, continual feedback, professional development, and team building
- One-on-one relationship building with the board, key volunteers and donors
- Ongoing outcome measurement of strategic goals and objectives, open dialogue across staff and board about outcomes and lessons learned

#### **Resource Development**

- Develops an annual budget process with clear financial goals and accountabilities, including appropriate increases in revenue streams (membership, sponsorship, annual fund, grants, other) which are, in turn, incorporated into annual performance goals
- Benchmarking key programs against other similar institutions (e.g., memberships, art sales, attendance, staffing levels, and salaries)

#### **Audience Development, Public Relations, and Customer Service**

- Develops concise and compelling messaging to GreenHill's varied constituencies
- Engages with supporters, artists, and community leaders at GreenHill events, including fundraisers, community programs, public openings, and private events
- Networks and participates as an arts leader in relationships with artists, arts organizations, state agencies, and key funders

#### **Programmatic Quality**

- Understands what constitutes excellence in contemporary art
- Understanding of, and commitment to experiential learning through the arts

- Knowledgeable of trends in contemporary art

### **Community Relationships and Partnerships**

- Acts as a resource for others when appropriate- site visits, consulting, peer-review, advice, and counsel
- Engages in activities and programs of outside organizations

### **Experience and Attributes**

- Mature, thoughtful leader committed to the artistic and educational mission GreenHill
- Passion for the visual arts, arts education, and community building
- Demonstrated skills in communications, brand development, and marketing
- Strong written and verbal communication skills
- Proven ability to develop strategic partnerships with relevant organizations
- Proficiency with grant-writing, fundraising, and donor development
- Energetic, forward-thinking and creative with high ethical standards
- Flexibility with the ability to keep multiple projects moving forward at the same time
- Experience with strategic planning and implementation
- Attention to detail in support of strategic vision
- Ability to articulate a vision of growth for the organization

### **Educational Requirements**

- Bachelor's degree in a related field from an accredited college or university or an equivalent combination of education and work experience (required)
- Five (5) years experience administering arts programs.

### **Preferred Experience**

- Capital Campaign Management
- Proven skill in management of staff and human resources
- Master's degree in Arts Management, Public Administration, or Business Administration
- 10+ years experience in non-profit sector
- Prior experience leading a cultural arts organization, arts program, or arts-related business with annual budget in excess of \$750,000

### **Compensation**

- Salary discussions are part of the interview process
- Paid holidays and time off
- Full benefit package

### **To Apply**

Send your resume and cover letter to Bert Davis, Jr. at [Jobs@GreenHillNC.org](mailto:Jobs@GreenHillNC.org) by **April 30**. In your cover letter, please address how your experience and skills would help guide GreenHill into the future. Applicants will be notified on an ongoing basis, no later than May 15.

**About GreenHill**

GreenHill, located in Downtown Greensboro, is a nonprofit visual art center with the vital mission to support and advocate for the art and artists of our home state, North Carolina. At GreenHill professional artists have meaningful opportunities throughout their careers to participate in a wide range of exhibitions. We provide economic support to artists through the sale of their art in our world-class galleries. Novice artists, from toddlers and young students to lifelong learners, can learn and stretch their creative muscles through our studio-based educational programs.

**Diversity & Inclusion**

GreenHill is an equal opportunity employer and believes that diversity and inclusion are essential to fulfilling our mission; we value the perspectives and contributions of all people. GreenHill is committed to being a community that welcomes and respects everyone regardless of age, ability, ethnicity, race, religion, philosophical or political beliefs, sexual orientation, gender identity or expression, nationality, geographic origin, and socioeconomic status.

To learn more, go to [www.GreenHillNC.org](http://www.GreenHillNC.org)