

Newport Art Museum

www.newportartmuseum.org

Executive Director Position Profile

January 6, 2025



About the Newport Art Museum

Founded in 1912, the Newport Art Museum was established by significant artists and patrons of the arts including Gertrude Vanderbilt Whitney, Maud Howe Elliott, and Helana Sturtevant; it has been a hub for lectures, art classes, and exhibitions for over a century. Since its founding as the Art Association of Newport, NAM has evolved over more than a century to become an active, AAM-accredited museum with \$1.8 million budget. The Museum's mission today is to showcase artistic excellence, enrich the cultural landscape, and connect people through art.

The Museum is housed in the historic John N.A. Griswold House, built in 1864, designed by Richard Morris Hunt, and on the National Register of Historic Places. The NAM campus includes two additional structures: The Cushing Gallery, a Beaux Arts building designed by Delano and Aldrich and built in 1920, which now houses exhibition space and collections storage, and the Jimmy and Minnie Coleman Center for Creative Studies, which houses the Museum's vibrant and active community arts classes and school-based programming.

NAM's collections include approximately 3,000 works of art in a range of media including works on paper (prints, drawings, watercolors, and photographs), paintings, sculptures, decorative arts, installation works, and textiles and is expanding to include new media. Concentrated on American art and contemporary art, the Museum's collection includes works of art from the 18th century to the present, and includes the work of both internationally known artists and representatives from the thriving local arts scene.

Position Profile

The Executive Director will join NAM at a time of reinvention and action. A new strategic plan focuses on creating an artist-driven, audience-responsive program of exhibitions and associated activities which will also ensure the Museum's financial sustainability for the next century.

As a community centered museum in an historic and historically diverse city, visited by over 2 million tourists each year, and home to a sophisticated summer colony, NAM serves varied audiences.

The new Executive Director will be expected to lead a small, motivated professional staff in the continued implementation of this agenda. Strong financial and advancement skills will be required; also the ability to supervise and manage the team.

The following specific areas will be components of a successful tenure in this position.

- **Leadership and Vision:** Continue to move the strategic plan forward; sustain relationships within the community and the field to ensure continued relevancy and effectiveness.
- **Organizational Management:** Oversee day-to-day operations, including budget, resources, personnel, and facilities. Manage and address human resources, including establishing performance goals, addressing performance issues, compensation, managing teams to drive collaboration and effectiveness and attract and retain talent.
- **Advancement:** With existing staff, develop and personally manage an effective advancement program for this museum and this community, including the cultivation of donor relationships, events, and an active membership program.
- **Financial Management:** Work with the business, operations and other staff to monitor progress against budgets, develop new income streams, take corrective actions, and in all ways ensure the financial health of the Museum
- **Collections, Exhibitions and Community Outreach:** Work with the Artistic Director, collections and program staff to shape collections and programming, ensure proper care and

accessibility, foster relationships with local artists and organizations and develop programs for NAM's various audiences.

- **Public Relations and Marketing:** Oversee marketing strategies to maintain the Museum's visibility and reputation in a community crowded with cultural organizations.
- **Governance and Board Relations:** Liaise with the Board of Trustees and support governance efforts.
- **Innovation and Adaptation:** Embrace new ideas and technologies to enhance the Museum's offerings.

Required Skills and Expertise

- Entrepreneurial and strategic thinking
- Business acumen and financial expertise
- Direct fundraising expertise and experience
- Strong interpersonal and communication skills
- Organizational and management skills
- Adaptability to change

Required Experience & Education

- Successful tenure as a non-profit executive; a minimum of five years of non-profit museum management experience in a senior leadership position
- Advanced degree in relevant fields or comparable experience
- Demonstrated fundraising track record

Salary and Benefits

Salary range \$135,000-\$165,000 dependent on experience and qualifications. The Museum offers a competitive benefits package including generous PTO, health insurance plans, 401K and more.

To apply

The Newport Art Museum is committed to fair and accessible employment practices, and all qualified candidates are encouraged to apply. Nominations are welcome.

Interested candidates should forward their resume and a cover letter outlining their interest by email to Ruth Taylor, the Interim Executive Director of the Museum, at rtaylor@newportartmuseum.org.