



## EXECUTIVE DIRECTOR JOB ANNOUNCEMENT

Status: Regular, full time, exempt position  
Starting Salary: \$70,000 - 75,000 DOE, plus vacation and contributions toward health insurance and retirement

### About Sitka

The Sitka Center for Art and Ecology fosters creativity, intellectual inquiry, and education for thousands of individuals annually through its artist-in-residence, workshop, and art exhibition programming. Founded in 1970 at Cascade Head on the Oregon coast near the Salmon River estuary, the Sitka Center operates a 0.66-acre facility that includes a library, residences, and studio space. From June to September we offer more than 100 workshops in a variety of artistic and ecological topics. From October to May Sitka provides the gift of space and time to more than a dozen artists and ecologists-in-residence who live on campus for up to 3.5 months. Each November, Sitka travels to Portland to operate the Sitka Art Invitational, an art exhibition and sale featuring 130+ Pacific Northwest artists.

The Center currently has a staff of six and an annual operating budget of \$750,000. We have a \$3.3 million operating endowment, and have just completed a \$700,000+ campaign to acquire an additional property to expand our capacity, our programming, and our commitment to the ecology portion of our mission. As we approach our 50<sup>th</sup> anniversary, we are looking for a grounded visionary Executive Director to work with an experienced and cohesive staff, a strong board of directors, and a financially stable organization. Staff, teachers, residents, students, board members and visitors all have experienced the magic that can happen at Sitka.

### The Ideal Candidate will:

Combine supportive and flexible leadership with a high degree of self-awareness and believe that art and the power of place can transform a person and the world.

Have proven practical leadership experience and the desire to foster and expand Sitka's creative potential and impact in the world, surrounded by a wide diversity of artists, ecologists, writers, and curious people in a beautiful contemplative environment, and be:

- Thoughtful, inspirational, generous, passionate, flexible, scrappy and joyful.
- A relationship builder who can work well with donors, staff, board, residents, students, teachers, other nonprofits and the local community.
- Creative, entrepreneurial, visionary, with the ability to think big, while also managing details.
- Organized, self-directed, and conscientious.

## Position Requirements

- Leadership experience in the nonprofit sector, preferably in arts or ecology.
- Fundraising and development expertise, ideally including capital campaigns, knowledge of foundations, grant-writing and interactions with major donors.
- A strong interest in and commitment to Sitka's mission of art and ecology.
- A willingness, desire and ability to live in a small coastal community.
- Comfort and some expertise in budgeting, financial oversight.
- The ability to work comfortably in a small close-knit office, to listen well and bring joy to your work.
- The ability to mentor and bring forth the best in people you work with.
- Boots-in-the-mud attitude, willing to step in to do whatever is needed to keep things running smoothly.
- Exceptional written and verbal communication skills.
- Demonstrated ability to manage, oversee and complete projects in a timely fashion.

## Sitka Values and Work Environment

The Sitka staff works together in a small and sometimes busy office setting. Our community of staff, volunteers, and residents/instructors enjoy collaborating in a close-knit, friendly environment. Sitka staff are flexible go-getters who enjoy the variety of tasks, both planned and impromptu, that may present themselves during a given work day.

The Sitka Center values equity and inclusion and is an equal opportunity employer. We celebrate diversity and encourage qualified candidates of all backgrounds, abilities, and orientations to apply:

### To apply, please include:

1. A compelling cover letter showing why you would be a good fit for this position.
2. A complete chronological resume, including dates of employment.
3. The names and contact information of four professional references.
4. How you heard about this position.

**and submit to: [SitkaSearch@nonprofitoregon.org](mailto:SitkaSearch@nonprofitoregon.org) by Sunday, July 16, 2017 at 5:00 pm PST.**

For more information, please go to: [www.sitkacenter.org](http://www.sitkacenter.org).