

## Pratt Museum



### Executive Director Position Description

The Pratt Museum in Homer, Alaska seeks a visionary Executive Director to provide dynamic leadership and to direct innovative programming, planning, organization, staffing, and operations. The Pratt Museum builds relationships between people and place through stories relevant to Kachemak Bay. The Executive Director will work closely with the Board of Directors to refine, develop, and implement strategic fundraising, exhibitions, collections management, educational activities, and community outreach.

We Value: Interdependence, Curiosity, Stewardship, Integrity, and Resilience.

#### JOB DUTIES

- Manages the Pratt Museum to fulfill the Museum's mission and strategic plan through exhibitions, collections, programs and outreach.
- Acts as the spokesperson and chief advocate for the Museum and represents the Pratt at local, state and national level.
- Leads and manages Museum staff, including professionals, seasonal staff, and volunteers to achieve project-specific goals.
- Partners with the Board of Directors to develop the strategic direction and establish initiatives to fulfill the mission of the Museum and increase local, statewide, national and international prominence.
- Secures capital funding for critical building upgrades and maintenance projects [e.g. roof, boiler, marine gallery].
- Fosters ties with individual donors, state and federal agencies, and local governments.
- Builds new bridges with local communities, including indigenous cultures on the Kenai Peninsula.
- Oversees the design and implementation of new exhibits, collections, and outreach activities. Leverage museum resources and particularly collections for greater community engagement.
- Oversees Museum facilities, maintenance, and equipment.
- Prioritizes the re-accreditation process of the 2021 American Museum Association. Ensures Museum meets reporting, safety, travel, and funding guidelines.

#### Knowledge/Skills/Abilities:

- Expert skills and demonstrated knowledge of museum or public venue operations.
- Advanced knowledge of financial, budgeting, and accounting practices, standards, and regulations.
- Proven ability to manage a diverse team of staff, board and constituents.
- Working knowledge of Alaska's natural, cultural, artistic and scientific ecosystems.
- Proven track record in fundraising skills for earned, charitable and grant income plan.
- Impeccable written and communication skills.
- Proficiency in website, donor software, social media, Google, and Microsoft Office 365 platforms.

**Education or Training:** Undergraduate and/or higher degree preferred. At least three years of program management experience in a field relevant to the Pratt Museum's mission and purview.

This is a full time exempt position (salary dependent on experience). Benefits limited to paid vacation, sick time, holiday pay, and a Simple IRA retirement plan. The Pratt Museum is an equal opportunity employer

## **ABOUT THE PRATT MUSEUM**

The mission of the Pratt Museum is to strengthen relationships between people and place through stories relevant to Kachemak Bay. Stories are a basic unit of understanding in an interdependent community of people and place. At the museum, "stories" describe individuals, cultures, and ecosystems through evolving personal, artistic, scientific, and cultural narratives. Every story is an opportunity for dynamic exploration and dialogue.

The Pratt Museum is located in Homer, Alaska, on the shores of Kachemak Bay, approximately 200 miles south of Anchorage, on the Kenai Peninsula. Kachemak Bay is circled by mountains, glaciers, and active volcanoes. The region's four national parks, five national wildlife refuges, state parks and critical habitat areas support a diversity of wildlife, from seabirds and sea lions to brown bears and the endangered humpback whale. The area lies amidst traditional lands of both Sugpiaq and Dena'ina people, both active and present on the Peninsula today. Settlers from Russia, America and other regions of the world were and continue to be drawn to the region's natural beauty, fisheries, communities and resources.

The Pratt Museum is the only interdisciplinary museum in the 25,600-square-mile area of the Kenai Peninsula. It serves a regional population of more than 40,000, and hosts around 30,000 visitors each year. Indoor exhibits focus on art, natural history, native cultures, homesteading, fishing, and marine ecology. Additional attractions are Alaskan wildlife, salt-water aquaria and a Museum store. Outdoor exhibits include the historic Harrington cabin, botanical garden and forest nature trails enlivened by summer and permanent art installations. The Pratt Museum hosts Harbor tours and community conversations and serves as a gathering place for the people of Kachemak Bay.

In 1967, the Homer community chose to construct the Museum as Homer's centennial project. A formal agreement was signed between the City of Homer and the Society to construct a Museum facility and to maintain a Museum for the citizens in the event the Society should cease to exist. The Pratt is sustained by visitor admission, memberships, donations, grants and operating support from the City of Homer, the State of Alaska, and private and foundation partners. The Pratt recently completed a major renovation project to improve accessibility and collections management. A second phase of renovation is needed to address building systems like roofing and boiler systems, as well as desired improvements for visitor and office space. The Pratt is an integral part of an interdependent network of people, institutions, organizations, and communities and champions curiosity, resilience and stewardship of all those connected to this region of the world.

To apply, please email, in PDF format, a cover letter, resume and contact information for three professional references to [board@prattmuseum.org](mailto:board@prattmuseum.org). This position is open until filled.