The Montgomery Museum of Fine Arts is seeking its next Museum Director.
The Montgomery Museum of Fine Arts (MMFA) was founded by artist John Kelly Fitzpatrick, Mrs. Harry S. Houghton, and the “Morning View Painters” in 1930 in an abandoned school building provided by the City of Montgomery at an annual rent of one dollar.

Today, a 43,000 square foot facility in Blount Cultural Park is home to over 4,000 works of art, a rich series of exhibitions, and a garden whose dynamic natural landscape is the canvas for changing sculptural installations as well as special events and open-air educational programs.

In Fiscal Year 2022, the MMFA hosted nearly 35,000 in-person visitors and recorded over 62,000 visits to its online pages. Revenue and support in FY 2022 totaled $4.7 million.

The MMFA is governed by a Board of Trustees – both elected and appointed by the museum’s association – as well as Trustees appointed by Montgomery City Council, representing each of the City’s nine districts.

Click on the images below to learn more about the work of the Montgomery Museum of Fine Arts over the last few years.
About the Museum Director

The position of Museum Director exists to plan, administer, supervise, build support for, and report on all operations of the Montgomery Museum of Fine Arts (MMFA). The employee acts as the primary manager of the Museum and serves as the liaison to other City departments, outside government agencies, the Montgomery community, and the community of art museums in the United States. This position reports directly to the Museum Boards and the City of Montgomery Director of Public Information and External Affairs. The annual salary range for this position has been set at $93,159 - $140,912.

Responsibilities

In alignment with the requirements of the position, the Museum Director has the following responsibilities:

- Plans and organizes the work of the museum in accordance with the policies established by the Mayor of the City of Montgomery and the Museum’s Boards of Trustees.

- Works with all museum constituencies, including the administration of the City of Montgomery, the museum’s Boards of Trustees, museum staff, volunteers, and the community to establish a plan for the museum’s future development to include all the major elements of the museum’s operation, such as the management of collections and educational programs, responsible fiscal management, and plans for ongoing maintenance and development of the facility and grounds.

- Seeks direction from, and develops consensus among, all board members of the MMFA in envisioning the future of the institution, acting in accordance with the professional practices, policies, and trends in museum administration recommended by the American Alliance of Museums and the Association of Art Museum Directors.

- Adjusts and updates an institutional plan periodically as tasks are completed and conditions change so that the plan is a continuing tool of management and accountability.

- Establishes department and museum division functions, programs, and direction in accordance with the institutional plan, setting department-wide goals and objectives and monitoring the progress of its implementation.

- Manages the day-to-day operation of the museum and staff.

- Monitors and reports on the work of the Museum in carrying out the goals and tasks established in its planning documents.

- Builds, maintains, and strengthens external support for the Museum.
About the Museum Director

Qualifications

The qualified applicant will have an advanced degree in art history, museum studies, or a related field and at least five years of experience in an art museum, visual arts organization, or arts center as a director, assistant director, division or department head, or chief curator.

The ideal candidate will possess the following knowledge, skills, and abilities:

- Knowledge of the professional principles, policies, and practices applied to the organization, management, and administration of an art museum.
- Knowledge of modern management methods as applied to administration.
- Knowledge of financial management and fiscal planning procedures, and principles of budget administration.
- Knowledge of strategic planning principles.
- Knowledge of the organization, interrelationships and operations of the Montgomery Museum of Fine Arts as a department of the City of Montgomery.
- Knowledge of personnel management and supervision principles as needed to manage department employees at all levels to include delegation, evaluating performance, counseling and assigning human resources.
- Knowledge of local, state and federal laws, regulations or procedures pertaining to employment such as hiring, discipline, termination, working conditions and handling employee complaints.
- Skill in oral communication as needed to explain policies and procedures, discuss problems, and to address civic groups or the media.
- Skill in written communication as needed to prepare or review written documentation, develop policies and procedures and prepare reports or correspondence.
- Ability to organize, plan, assign and direct the activities of a large group of diverse employees performing a variety of administrative and service activities.
- Ability to maintain discipline and earn the respect and confidence of subordinates.
- Ability to plan and implement short- and long-range plans as needed to reach established goals.
- Ability to establish and implement effective community/public relations programs.
- Ability to identify needs in terms of staff development programs and to establish and implement effective employee relations and staff development programs.
About the Museum Director

Qualifications (cont.)

- Ability to make difficult decisions under time constraints to ensure the best procedure is implemented.
- Ability to gather information and facts, analyze information and staff input and to make decisions regarding policies and procedures, operations and long-range plans.
- Ability to consider the facts in order to make fair decisions or take appropriate action without interference or personal bias.
- Ability to identify legal concerns and to analyze the legal and practical implications of decisions and actions and to make difficult decisions regarding City operations while ensuring compliance with local, state and federal laws or guidelines.
- Ability to balance competing interests and to make decisions that will benefit the City of Montgomery and the Montgomery Museum of Fine Arts.
- Ability to enforce rules and regulations and to administer disciplinary action to include counseling employees on expected job performance or terminating employees.
- Ability to garner support and cooperation from staff and volunteers in order to implement the policies and programs aimed at improving the Museum’s services.
- Ability to handle multiple projects and tasks simultaneously.
- Ability to prioritize projects and tasks as needed to accomplish goals and meet deadlines. Ability to be diplomatic in handling irate citizens as needed to resolve complaints and problems.
- Ability to coordinate City department efforts as needed to complete projects and plan for special events.
- Ability to build and maintain relationships with internal and external entities to include diplomacy, negotiation, and cooperation.

To apply

The City of Montgomery is partnering with POLIHIRE to identify the Museum Director. If you are interested in this opportunity, please follow the link here.

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