

**JOB TITLE: DIRECTOR MUSEUM**

**JOB FAMILY: LIBRARY/MUSEUM**

**BAND : I**

**FLSA : EXEMPT**

**JOB CODE : 11552**

**MAIN FUNCTION:**

Provide strategic and collaborative leadership and vision, curatorial oversight, effective management, and academic inspiration to the Herbert F. Johnson Museum of Art.

**ESSENTIAL DUTIES & RESPONSIBILITIES:**

Provide strategic and collaborative leadership and vision, curatorial oversight, effective management, and academic inspiration to the Herbert F. Johnson Museum of Art.

Ensure the institution's mission is clearly understood, that its strategic objectives are fully articulated and effectively pursued, and that Cornell faculty and students, as well as the broader Finger Lakes community, see and utilize the Museum as a vital learning resource.

Responsible for all aspects of the Museum's operation and management, including fiscal and personnel management, as well as for raising funds to support the Museum.

Set the artistic direction, exhibition strategy, educational approach, and acquisition plans for the Museum.

Responsible for the management and development of the University's collection, and for driving the acquisition of new objects.

Proactively engages students through teaching and exhibition and related programming.

Represent the Museum to various external constituencies, including faculty and students, alumni and friends of the arts at Cornell, public audiences throughout region and across the country, and the museum profession at large.

**JOB PROFILE:**

MINIMUM EDUCATION/ EXPERIENCE : Master's degree and 7 to 10 years relevant experience or equivalent combination.

IMPACT: Accountable for activities which have a significant impact on operations, resources or the University's reputation.

CONTACTS INSIDE THE UNIVERSITY: High-level interaction Involved in diverse and highly sensitive or confidential activities.

CONTACTS OUTSIDE THE UNIVERSITY: Provide/receive guidance, advice or information that must be analyzed and developed by the position.

CONTACTS WITH STUDENTS: Limited Contact.

SUPERVISION GIVEN: Responsible for providing supervisory direction to other managers within the department.

COMPLEXITY: Continually required to develop new innovative solutions, services, products, processes, & programs. Work requires conceptual and imaginative thinking in a highly complex and uncharted environment.

LEVEL OF DECISION MAKING: Responsible for making decisions regarding policy-setting, research, planning, or students.

FREEDOM OF ACTION: Little direct supervision; Considerable latitude for exercising judgment and self-direction

WORKING CONDITIONS: Normal working conditions, including no or limited exposure to hazardous conditions/materials/equipment. Safety gear may sometimes be required.

***A position that is classified into this title and band must meet the Cornell requirements for exemption under the FLSA***