The University of Lynchburg, a private regional university located in the beautiful foothills of the Blue Ridge Mountains in central Virginia is seeking a full-time **Director of the Daura Museum of Art** to join our Daura Museum of Art team.

The Director of the Daura Museum of Art reports to, is supervised by, and evaluated by the Provost and Vice President for Academic Affairs.  Ongoing evaluation will include the specific duties and responsibilities of this position description plus employee attitude and general working behavior.

**Job Type**: Full-time, Exempt, Benefits Eligible

**Job Purpose:** The Daura Museum of Art is a teaching museum that enhances the University of Lynchburg’s academic mission, transforms learning through encounters with works of art, advances creative collaboration with all fields of study, engages in critical discourse, furthers the appreciation and enjoyment of the visual arts, and deepens our understanding of the human experience and cultural diversity both within the University and global communities.

* The Director of the Daura Museum of Art provides strategic vision and leadership for the museum’s academic and community engagement initiatives.
* The Director is responsible for the administration of the museum, daily operations, implementation of goals and objectives, long-term planning, policies, fundraising, and museum’s fiscal health.
* The Director oversees the care of the museum’s collections, and leads the curatorial, exhibition, conservation, education, publications, and programming functions in support of the museum’s mission as a teaching museum that transforms learning through encounters with works of art and advances creative collaboration with all fields of study.

**Specific Job Duties:**

* The director supervises a talented and experienced staff that is committed to best practices established by the American Alliance of Museums and the Association of Museum Studies program.
* The Director is responsible for the museum’s fiscal health, preparation and administration of the annual museum, Daura Endowment, Friends of the Daura membership, acquisitions, and conservation budgets.
* The Director curates permanent and temporary exhibitions using the museum’s collections. Writes and/or edits exhibition text, and coordinates design and production of exhibition publications. Facilitates loans of circulating exhibitions, and artist-specific, chronological, or thematic exhibitions by working with museums and with private collectors.
* The Director works with the University faculty to develop and/or utilize exhibitions and educational programs to actively interact with and supplement the academic

experience of students, and to encourage interdisciplinarity within academe.

* The Director supervises collections management, including storage, conservation treatment, and inventory of the permanent collection of more than 3,000 works of art and

cultural artifacts.

* The Director plans, coordinates, and presents public and educational programming, including lectures and specialized programs for university classes relevant to permanent

and temporary exhibitions. Work with scholars and agencies to select and coordinate speakers.

* The Director enhances the permanent collection through purchases and unrestricted donations. Works with private collectors, auction houses, and art galleries to determine,
* solicit, and negotiate acquisitions.
* The Director undertakes scholarly research relevant to artists, art history, and thematic concepts relevant to the permanent collection.
* The Director works with offices of Equity and Inclusion and Institutional Effectiveness,

facilities management, dining and catering services, and other administrative and

support departments throughout the University to advance and sustain the

museum and its operations.

* The Director oversees the museum website, social media, and publicity.
* The Director actively participates in professional associations including AAM, AAMG, SEMC, and VAM.

**Starting Salary: $65,000-$80,000**

**Benefits:**

* Generous paid vacation, personal days, and paid sick time and family leave, comprehensive insurance (medical, dental, vision, etc.) and retirement plans, flexible spending account, tuition remission, life and long-term disability insurance, and more. [Learn more about employment benefits at the University of Lynchburg.](https://www.lynchburg.edu/about/human-resources/benefits/)

**Schedule:**

* 8:30 am - 5:00 pm weekdays (7.5 hours/day)
* Evenings and weekends for museum programs and to meet needs of department are required.

**Experience/Skills:**  ``

* Inspiring leader: the ideal candidate will have curatorial, directorial, and leadership experience in university museums and be committed to student-centeredness; professional development and scholarship; integrity and ethics; respect, diversity, and pluralism; innovation and flexibility, and teamwork.
* Community Service: Ability to represent the museum and the university in the public sector and with civic partners, and to engage with university constituencies to enhance the museum's impact.
* Effective Communicator**:** Has the experience to engage with the Advisory Committee and Friends membership skillfully and in advancing the museum's mission and strategic plans, exploring opportunities and initiatives, mobilizing support, and representing it to broader constituencies.
* Fundraiser**:** Ability to work with the university’s advancement department as a fundraiser, developing and prioritizing causes for support, cultivating a broad range of supporters, and successfully garnering local, state, and federal government funding, philanthropic donations, and corporate and foundation grants.
* Productive Manager: Has managerial experience to oversee and assess operations and personnel, monitor budgets, prioritize activities, develop policies and procedures, and encourage a healthy, respectful and productive work environment.
* Responsible Steward: Has the skills and experience to responsibly steward the museum’s facilities, collections, and resources appropriately, delegating authority and overseeing results, and ensuring best practices for museums.
* Confidentiality is mandatory.

**Manuals and references:**

* Staff Handbook of Personnel Policies and Procedures
* Daura Museum of Art Policies and Procedures Manual
* AAM Best Practices and Core Documents
* AAMG Best Practices for University Museums
* Museum references as necessary for policies, procedures, and research.

**Required Qualifications:**

* The successful candidate will have five or more years of relevant experience and a proven track record of scholarship, exhibition development, fund-raising, and community engagement.

**Preferred qualifications:**

* The ability to teach core courses in the Museum Studies program and advise students with interests in museum careers is desirable.

**Education:**

* Masters’ or PhD in art history, cultural heritage, and/or museum studies is required.
* PhD is preferred.

**Physical Demands:**

* Prolonged standing/setting/wrist movement. and some amount of time

walking, working with the collection, programs, and exhibitions. Position requires stooping, kneeling, bending, and lifting or carrying objects up to approximately 20 lbs.

* Responsibilities take the employee outside of the building. Driving University vehicles is

involved. Travel is necessary for collections development, fundraising, research, and lectures.

**University's website:**

* [https://www.lynchburg.edu](https://www.lynchburg.edu/)
* <https://www.lynchburg.edu/daura-museum-of-art>

**Work Remotely:**

* No

We seek candidates who are committed to the University of Lynchburg’s efforts to create an environment that fosters a student-centered environment, develops the breadth of knowledge associated with liberal education, respects and supports diversity, equity, and inclusion, values and celebrates diverse faith traditions, and sustains close working relationships among faculty, staff, students, alumni, and community partners.

Candidates must successfully pass a background check that is satisfactory to the University. To apply, please submit a University employment application and resumé, along with names and contact information of three business references to: University of Lynchburg, Attn: Human Resources, 1501 Lakeside Drive, Lynchburg, VA 24501, or email: humanresources@lynchburg.edu.

*The University of Lynchburg is committed to diversity within its community and welcomes applications from persons of color, women, Indigenous/aboriginal people of North America, persons with disabilities, the LGBTQIA+ community, and others who may contribute to the further diversification of the University of Lynchburg community.*

*The University of Lynchburg is an equal-opportunity employer.*