

Cold Hollow Sculpture Park: Executive Director

Salary \$80K-\$95K, depending on experience; includes holidays, PTO and flexible work schedule.

Reports to the Board of Directors.

Works closely with the Board of Directors, Advisory Committee, and service providers.

Desired Start Date: Early May 2025.

[Cold Hollow Sculpture Park](#) (CHSP) going into its twelfth season, is a small nonprofit poised for major strategic growth and positioning within the local, national and international art communities. As the first full-time Executive Director, this is an exciting opportunity for a seasoned leader to expand the reach of the Park and build it into a self-sustaining asset for Vermont and beyond.

Position Summary: The Executive Director will spearhead the growth of Cold Hollow Sculpture Park including but not limited to: fundraising, marketing & communications, programs and operations. Responsible for design, implementation and strategic growth of annual programming, including artist-in-residency, guided tours, public presentations and self-guided visits; all of which are currently in place and can be developed further.

General Responsibilities, approximately equal in effort:

- Fundraising to develop the Park's future and become a self-sustaining non-profit. Working closely with the Board of Directors, the Executive Director will be an integral part of raising capital through sculpture sponsorships and sales, grants, and donors. Working with the Board of Directors, further develop the revenue streams generated through Park programs, activities, and events. Developing partnerships and collaborations with other entities.
- Marketing and communications with the art community, charitable organizations, and the general public. Our goal is to increase foot traffic and awareness within the general public and arts-focused audiences. This work is in conjunction with an established marketing team.
- Operations management of programming, staff and volunteers, visitor services, and Park events. Further develop and manage a rolling 3-year operating budget, with financial reports to the Board of Directors. In partnership with the Board of Directors, establish and implement strategies for The Park's growth.

Required Qualifications:

- Minimum of 5 years experience in an arts-focused nonprofit and demonstrated successful leadership as an Executive Director, or Director of Operations.
- Knowledge of and love for the arts through experience or education.
- Successful fundraising experience with private donors and foundations, including knowledge of potential grants applicable to the Park and grant writing experience.
- Strong experience and success in managing people, projects, and outsourced services.
- Experience building partnerships with other organizations.
- Excellent communication and interpersonal skills.
- Demonstrated writing skills.
- Experience identifying critical needs in the areas of resources, budgeting, and implementation.

To Apply:

Email the following: letter of interest, CV, and three references with contact information to:

sue@coldhollowsculpturepark.com

Sue McGinley, CHSP BOD Secretary