



Chief Executive Officer

Our Vision is to shape Manitoba's future. The Manitoba Museum is Manitoba's number one paid tourist attraction and has a strong and meaningful relationship with its community. As a non-profit/charitable institution, The Manitoba Museum sees over 400,000 on-site visitors annually, including more than 80,000 students. The Museum includes the award-winning Museum Galleries, Science Gallery, Planetarium, and a wide range of temporary exhibits including the Alloway World Exhibits program. We uniquely combine human and natural history themes, science and astronomy education, and multidimensional interpretation, with quality school, community, and special events programming.

We are recruiting for a Chief Executive Officer. The Manitoba Museum is seeking a forward-thinking, energetic, and entrepreneurial leader to serve as its next CEO. Partnering with the Board of Governors and the staff, the CEO will provide strategic direction, executive leadership, and administrative guidance.

The successful candidate will possess the experience, knowledge, and vision along with: A superb operational skillset; a record of success in marketing, audience growth, and fundraising; a demonstrated commitment to strengthening diversity and workplace culture; and a natural inclination towards collaboration and community engagement.

Please review the full position description on our Career Page at:

<https://manitobamuseum.ca/main/about-us/careers-volunteer/current-career-opportunities/>

Please apply by email with your cover letter and resume by no later than September 10, 2020. Send to:

Searchlight Partners

TMM@searchlightpartnersgroup.com

The Manitoba Museum is strongly committed to employment equity and welcomes diversity in its community. We welcome all applications from women, racialized persons/persons of colour, Indigenous peoples, persons with disabilities, persons of all sexual orientations and genders, and others who may contribute to the further diversification of ideas. Accommodations will be made available to applicants with disabilities in the recruitment process. If you require accommodation, please contact TMM@searchlightpartnersgroup.com.

We thank all applicants for their interest; however, only those being considered for interviews will be contacted.

The Manitoba Museum is located on Treaty 1 land, and the homeland of the Métis Nation. These lands, occupied for thousands of years, are the traditional territories of the Anishinaabeg, Ininiwak, and Nakota Nations. The Museum is committed to collaborating with all Indigenous peoples of this province including the Dakota, Anishininivak, Dene, and Inuit.

We acknowledge the harms of the past, are committed to improving relationships in the spirit of reconciliation and appreciate the opportunity to live and learn on these traditional lands in mutual respect.

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POSITION:	Chief Executive Officer (CEO)
LOCATION:	Winnipeg, Manitoba
POSITION DETAILS:	Full Time, Permanent
REPORTS TO:	Board of Governors
DIRECT REPORTS:	Director of Marketing, Sales & Programs, Director of Research, Collections and Exhibitions, Director of Philanthropy, Director of Finance and Operations, Director of Human Resources, and Executive Assistant
WEBSITE:	https://manitobamuseum.ca
ABOUT WINNIPEG:	https://www.tourismwinnipeg.com/

THE ORGANIZATION

The Manitoba Museum (TMM) is the province’s largest centre for heritage and science learning, renowned for its vivid portrayal of Manitoba’s rich and diverse history, Planetarium shows, and Science Gallery exhibits. The Museum is also charged with being the recipient of and safe keeper of all Province of Manitoba artifacts as well as the internationally significant HBC Collection. Deeply rooted in the history of the province of Manitoba, the Museum aspires to reflect and engage the communities it serves.

Our Vision is to shape Manitoba’s future by expanding knowledge, sharing stories, and encouraging discovery.

Our Mission is to preserve the heritage of Manitoba for present and future generations; to seek, acquire, and share knowledge of Manitoba’s history, culture and natural world with Manitobans and others; and to inspire personal discovery, appreciation, and understanding of Manitoba, the world, and our universe.

The Museum is noted for its three-dimensional walk-through galleries. Highlights include the *Nonsuch*, a full-size 17th century sailing vessel, and the Urban Gallery, which takes you back in time to Winnipeg during the 1920s. Along-side the Urban Gallery, the new Winnipeg Gallery shows the city’s history up to the present day. Opened in November 2019, as part of the “Bringing Our Stories Forward” capital project, this is the first new gallery in the Museum since 2003.

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The Planetarium features interactive multimedia shows that recreate the current night sky, explore topical developments in astronomy, and highlight the latest space discoveries. In the Science Gallery, push the limits of your imagination, put your senses to the test and explore science, technology and the world around you in an exciting, high-energy environment. Due to the number of students who annually visit the Museum as part of their academic learning, the Manitoba Museum is referred to as the largest classroom in the Province of Manitoba.

The Manitoba Museum is proud to be one of more than 100 organizations, businesses, groups, and individuals to join the City of Winnipeg in their commitment to reconciliation by formally becoming partners of Winnipeg's Indigenous Accord in 2018.

In 2017, TMM became the first museum, and is still the only museum in Canada, to achieve prestigious full accreditation from the Imagine Canada's Standards Program. The accreditation certifies that TMM meets a Canada-wide set of shared standards for charities and non-profits designed to strengthen practices in five fundamental areas: board governance, financial accountability and transparency, fundraising, staff management, and volunteer involvement.

Following 28 years of balanced budgets, with more than 400,000 annual on-site visitors and over 10,000 individual supporting members, this highly respected cultural institution is well positioned to propel itself towards a bold, inclusive, and sustainable future.

THE POSITION

The Manitoba Museum is seeking a forward-thinking, energetic, and entrepreneurial leader to serve as its next CEO. Partnering with the Board of Governors and the staff, the CEO will provide strategic direction, executive leadership, and administrative guidance.

The successful candidate will possess the experience, knowledge, and vision along with: A superb operational skillset; a record of success in marketing, audience growth, and fundraising; a demonstrated commitment to strengthening diversity and workplace culture; and a natural inclination towards collaboration and community engagement.

RESPONSIBILITIES

- Provide visionary leadership, including strategic direction and financial sustainability for the TMM.
- Lead the Capital Renewal Vision concluding with the construction of a new, stand-alone Science Centre.
- Responsible for TMM's vision statement, policies, three-year rolling strategic plan, annual business plan, annual budget, and ongoing operational & finance reports.
- Conceive, develop, and execute the next strategic plan for the TMM.
- Build and nurture relationships with audiences, communities, partners, funders, and other stakeholders.
- Stimulate and promote excellence and innovation in TMM's programs and exhibitions.

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- Play an advocacy and ambassadorial role for TMM locally, provincially, and internationally.
- Contribute to and play a leading role within the local arts and cultural community sector and, at times, act as spokesperson for the sector, to the community at-large.
- Deliver on TMM's commitment to reconciliation and inclusivity in the representation, presentation, and interpretation of Indigenous stories and experiences at the Museum.
- Manage the TMM's resources – human, financial and physical – so as to strengthen the Museum's pre-eminent role in an increasingly competitive environment.
- Ensure the critical relationships with the Province of Manitoba, the City of Winnipeg, the Government of Canada and relevant agencies are maintained to the best degree possible.
- Provide regular reports to the Board on financial and other matters; keep the Board informed of any actions which may affect the Museum.
- Oversee day-to-day administration and management in accordance with goals, initiatives, policies and budget limitations established by the Board.
- Ensure that effective financial control and sound accounting practices are in place; monitor expenditures in relation to budget and to actual income.
- Lead the annual fundraising and capital campaigns.
- Develop and maintain corporate, private foundation, government and community sponsorships and partnerships.
- Ensure effective recruitment, orientation, training and development of staff and volunteers.
- Develop a culture that promotes respect and teamwork, builds loyalty, drives engagement, and maximizes employee potential and appeals to outside talent.

CANDIDATE QUALIFICATIONS

- Demonstrated track record of cultural leadership and administration; minimum 10 years of senior leadership in a similar or other relevant organization.
- An engaging and collaborative visionary who can ensure delivery of captivating annual exhibitions, educational and outreach programs, while staying true to the principles of TMM and its accessibility initiatives.
- An innovative thinker who can tap into digital technologies and further the impact on audiences and patrons.
- Brings an understanding of marketing, including the uses of social media to drive attendance and engagement.
- An effective fundraiser possessing an exceptional track record with donors, Board members, stakeholders, sponsors, and other partners.
- A keen and impactful spokesperson helping to foster appreciation of the organization, with an aligned belief in the mission of TMM.

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- An excellent relationship builder with significant experience leading and managing in a unionized environment.
- A sensitivity to the distinctive cultural plurality of Manitoba and alignment with TMM's mandate of inclusiveness.
- Knowledge of or willingness to understand the history and pre-history of the unique and diverse First Nation, Metis and Inuit communities that call this province home.
- Operational experience in managing a cultural facility of similar size to TMM with large teams of staff and volunteers.
- A fiscally savvy leader, with a track record of delivering balanced budgets.
- Exceptional ability to foster a collaborative and open-door culture with staff and the Board.
- Appreciation of and strong commitment to good governance practices (Imagine Canada Standards Program).
- Bilingualism in French or a local Indigenous language is an asset.

CANDIDATE ATTRIBUTES

- Culturally aligned with TMM's mandate, mission, and vision.
- Genuine and keen interest in the heritage, culture, and natural world of the province.
- Strong interpersonal and communications skills.
- The ability to engender confidence and trust from the cultural community, staff, Board and government.
- Highly articulate, with exceptional team-building skills.
- Creative and strong leadership skills, internal and external.
- Enjoys mentoring people and helping to achieve agreed upon goals.
- High professional standards and integrity.
- A practical, calm, and creative problem solver and strategic thinker, who can react nimbly to the unexpected and be flexible in their decision-making.
- Ability to work well under pressure, independently or as part of a team.
- Results-oriented and disciplined; accepts ownership with a hands-on approach.
- Active listener, with a collegial management approach.

COMPENSATION

A competitive compensation package will be offered, complete with salary and benefits.

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HOW TO APPLY

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All qualified candidates are encouraged to apply. Application materials, including reference letters, will be handled in accordance with the “Freedom of Information and Protection of Privacy Act (Manitoba).”

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