

Executive Director / Curator

La Pointe-Krebs House and Museum

The La Pointe-Krebs house and museum is located on the beautiful Mississippi Gulf Coast in the city of Pascagoula. LaPointe-Krebs house, built in 1757, is the oldest structure in Mississippi and is the oldest confirmed building in the entire Mississippi Valley. Dating from the French Colonial period, the LaPointe-Krebs house (formerly known as the Old Spanish Fort) pre-dates the American Revolutionary War by over two decades. The house is currently undergoing an Extensive Restoration along with a major fundraising effort.

The LPK Foundation is heavily dependent on staff and volunteers. The Museum seeks a creative, strategic and transformative thinker to oversee daily operations: curating, acquisition, exhibits, educational programs and fundraising; financial budgeting, controls and reporting; staff development and supervision; and, facility management of historic house, grounds and museum.

Necessary Knowledge, Skills and Abilities of Applicants:

- Collaborate proactively and transparently with the Board to define and execute LPK's short- and long-term goals
- Demonstrated ability to supervise as well as to work cooperatively, diplomatically and effectively with museum staff, volunteers, the Museum Board and the public
- Create a culture of excellence, openness and teamwork among staff, volunteers, consultants and Board to benefit the mission of the Museum
- Nurture partnerships with current donors and forge new partnerships to enhance the museum's visibility and secure its financial stability for operations and programs.
- Develop, implement and execute fundraising strategy for the Museum
- Strong business management skill
- Strong writing skills in order to seek and develop grant opportunities
- Connect with the community, build coalitions, and become the principal spokesperson for the Museum
- Provide a meaningful visitor experience with the Museum's current and future onsite exhibits, programs and educational events.
- Ability to develop an effective social media campaign

DESIRED QUALIFICATIONS

- Bachelor's degree or higher, with work experience at managerial level and museum experience
- Demonstrated knowledge of standards and best practices for non-profits and museums
- Competence in managing museum operations including personnel matters
- Experience in developing, managing and growing an annual operating budget
- Excellent planning, time management and decision-making skills. Working knowledge of spreadsheet, database, email, calendar/scheduling, word processing software and social outreach

- Strong record of success in fundraising and audience development
- Demonstrated excellence in writing and public speaking
- Willingness to work a variable schedule, including weekends and evenings when needed

Physical Demands:

The campus covers 5.5 acres including home, ground, cemetery and museum. Ability to access all parts of the property would be required

Job Information:

Salary: \$35,000.00 along with paid vacation and holidays

Full-time: Additional weekend and evening events may be required as necessary

Experience:

Management, Museum management, Public Speaking, Sales, Public Relations, Research

Education:

Masters or Bachelor's degree. Preferably in History, Museum Studies, Art, Art History, Art Education, Anthropology or related field

Job Location:

Pascagoula, Mississippi, 39567

How to apply:

Deadline to apply is September 30, 2020. A more detailed job description is available upon request

Please send a cover letter, resume and the contact information for three references to LPK Foundation, Post Office Box 561, Pascagoula, MS 39568 or lpkhouse1720@gmail.com

Company's website: lapointekrebs.org/museum/

We are an equal opportunity employer