

**National World War II Museum
New Orleans, Louisiana**

Position Title: Executive Director of the Institute for the Study of War and Democracy

The National WWII Museum in New Orleans is currently seeking an Executive Director of the Institute for the Study of War and Democracy. The Institute is in its inaugural year at the Museum, offering rich opportunities for scholarship and collaboration between the academic and museum worlds. The Executive Director will lead the Museum's advanced learning center in the development of its research, publications, and public programs on World War II, including both the origins of the war and its lasting legacies for America and the world. The Institute aspires to become the pre-eminent gateway to the latest research, personal histories, digital content, and historiography of the war itself, as well as the evolution of public memory of World War II in America and globally.

ABOUT THE MUSEUM

Originally founded in 2000 as the D-Day Museum, The National WWII Museum is now the top-rated tourist destination in New Orleans, TripAdvisor's #4 museum in the country, and an unforgettable way to experience World War II—from industrial efforts on the Home Front to the combat experience of the American servicemember abroad. Offering a compelling blend of sweeping narrative and poignant personal detail, the Museum features immersive exhibits, multimedia experiences, and an expansive collection of artifacts and first-person oral histories to take visitors inside the story of the war: *why it was fought, how it was won, and what it means today*. Beyond the galleries, the Museum offers unique access to experiential history, including the opportunity to tour and even ride on an authentically restored PT-boat, tours behind the scenes to handle artifacts alongside Museum curators, and an impressive collection of restored and working macro-artifacts to discover. In addition, online collections, virtual field trips, webinars, educational outreach, travel programs, and renowned International Conference offer patrons new ways to connect to history and honor the generation that sacrificed so much to secure our freedom.

Designated by Congress as the official WWII museum of the United States, The National WWII Museum is located in downtown New Orleans on a six-acre campus, where five soaring pavilions house historical exhibits, on-site restoration work, a period dinner theater, and restaurants. A \$370 million capital-expansion currently underway will see the addition of two additional pavilions, among many other enhancements.

THE POSITION

The Executive Director reports to the Vice President of Education and Access. It will be the responsibility of the Executive Director to build the Institute and to help coordinate the work of historians in the Institute in shaping its programs and research initiatives, and to increase public access to the best history and knowledge of World War II. Specifically, the Executive Director will coordinate research and programmatic initiatives of the Institute with other departments to meet the growing needs of the Museum's diverse publics, to include scholars, teachers, students, education institutions, and general enthusiasts interested in the preservation and study of World War II history.

To accomplish these goals, the Executive Director must possess the leadership skills and knowledge to draw upon the Museum's collections of personal accounts, film, photographs, memoirs, and artifacts to produce new publications, media products, conferences, and programs, both on site and online.

Specific job responsibilities include the following:

- Leads the Institute, and works collaboratively with institute members (including the Samuel Zemurray Stone Senior Historian, the Senior Director of History and Research, the Director of Conference and Symposia, and other historians and research assistants) to develop public history and research priorities.
- Directs long-range planning related to research, publications, conference, symposia, online degree programs, and other initiatives.
- Oversees content development and management of the Institute's multiple initiatives, including research, publications, speaking engagements, conference and symposia, and online courses, and works closely with the Director of the Museum's WWII Media and Education Center and other professional staff to ensure the successful implementation of these initiatives.
- Brings entrepreneurial practices to providing broad access to the best WWII scholarship and learning opportunities for Museum visitors, education and travel participants, as well as online audiences on all delivery platforms and channels.
- Works proactively to develop partnerships with institutes, universities, museums, and research centers that share similar missions with The National WWII Museum.
- Collaborates with Institute staff, the President and CEO, the Board of Trustees, and Presidential Counselors in ensuring historical accuracy and the integrity of content as it is delivered through exhibits, programs, media productions, publications, and public history.
- Helps to ensure the integrity of historical content for the Institutional Advancement department for use in proposals to sponsors, foundations, granting agencies, and other potential donors as well as for the Marketing and Communications Department for use in public and media relations.

- Oversees Museum committees and work teams responsible for the planning and execution of Institute publications, conferences, symposia, and other key initiatives.
- Has management responsibility for Institute budget, operations, staff, departmental policies, and planning.
- Participates in the President's Council on Education and Research, chaired by the President and CEO, which advises the Museum's leadership on its long-range planning and research initiatives for education, exhibits, and programs on World War II.
- Participates in the preparation of presentations and reports for the Museum's National Board of Trustees, the Board's Committees, and the Presidential Counselors, an advisory body comprised of respected historians, museum leaders, and other scholars.
- Participates in task forces and projects as assigned.

The ideal candidate will have a PhD (Masters degree required) in a discipline of the 20th Century, related to American history, politics, diplomacy, or military studies, and a minimum of 7 years of leadership and management experience in higher education, military, government, research, or history institutions. In addition, success in publishing and knowledge of publication standards and processes as well as experience in the planning and execution of conferences and large-scale formal discussions are essential. Finally, experience in providing strategic direction to staff and outstanding communication and interpersonal skills are a must. The Executive Director must be willing to work a flexible schedule, including weekends and evenings.

Letter of application with resume / CV requested by March 17, 2017 but will be accepted until position is filled.

The National WWII Museum offers a competitive wage and benefits package which includes medical, dental, vision and life insurance, long-term disability insurance, 401k and paid vacation and sick leave.

Interested candidates should apply by email to NWWIIMsearch@gmail.com with a resume and cover letter addressed to Dr. Brent Glass, c/o Bryan and Jordan Consulting LLC, 1921 Sunderland Place NW, Washington, DC 20036.