



**GAS** | GLASS ART  
SOCIETY

## Glass Art Society

### Executive Director Position Announcement

**The Organization:** The Glass Art Society (GAS) is an international nonprofit membership organization founded in 1971 whose purpose is to encourage excellence, to advance education, to promote the appreciation and development of the glass arts, and to support the worldwide community of artists who work with glass. GAS strives to stimulate communication among artists, educators, students, collectors, gallery and museum personnel, art critics, manufacturers, and all others interested in and involved with the production, technology and aesthetics of glass. Below are descriptions of some GAS's features and activities:

- GAS's annual conference brings together 1,500-2,200 glass enthusiasts and artists from every discipline of glass (blowing, flat glass, beadmaking, casting, flameworking, etc.), to provide an international forum for the exchange of aesthetic ideas and technical information.
- The annual Journal documents the lectures, presentation, and proceedings of the conference and has become a record of the progress and evolution of the artists that have created the phenomenon of the contemporary glass movement.
- The annual Member Directory includes: a listing of members with contact information, schools, galleries, collectors, and critics.
- GAS News is a quarterly newsletter providing an ongoing exchange of ideas and information and a place for regular communication between glass artists around the world. It also provides advertising opportunities for glass companies and organizations.
- Weekly Digest is GAS's up-to-the-moment news brief.
- SPARK events are auxiliary membership committee events designed to share the mission of GAS and highlight different communities beyond annual conference venues. These smaller events spread the mission of GAS by engaging local glass communities while highlighting their accomplishments to the international membership base.

**The Opportunity:** GAS is seeking an Executive Director who has significant experience leading a nonprofit organization, preferably in the visual arts world. The ideal candidate should demonstrate a successful history of event planning and management experience, preferably including international parameters. They should also have a strong track record in fundraising and significant financial management experience, sharp financial acumen, and the ability to develop and work with financial models. As a passionate, visionary, and inspirational leader, they will have experience building teams, delegating effectively, and instilling accountability using excellent interpersonal communication skills. They will also display a passion for the GAS's future and a commitment to its historic purpose and be an advocate for diversity, inclusiveness, equity, and accessibility. Finally, the ideal candidate will value and build relationships with all of our stakeholders while unifying and leveraging all members of our community for the greater good of the organization and its mission.

The Executive Director will act on behalf of the Board of Directors of the Glass Art Society (GAS) and represent GAS to the community and funding sources. They will have overall

responsibility and authority to administer established policies, programs, and the budget of the organization, as authorized by the Board of Directors.

### **Key Responsibilities**

*The Executive Director:*

1. Oversees daily management of GAS and its staff. Provides overall leadership for all aspects of GAS's programs and services; advancing GAS's mission; and maintaining the organization's financial stability and future growth.
2. Serves as the primary spokesperson for the organization, representing GAS locally, regionally, nationally, and internationally.
3. Provides vision and leadership for the development of short- and longer-term strategic plans with the Board and oversees their implementation.
4. Has responsibility and authority for GAS's personnel, including the formulation and definition of specific duties and delegation of authority; equal opportunity hiring, evaluation and termination; providing direction and support; and maintaining morale and fostering a positive work environment that encourages productivity and creativity.
5. Prepares and monitors annual budget. Oversees the preparation of monthly and annual financial statements and project budgets. Ensures that necessary systems, procedures and controls are in place and functioning effectively.
6. Responsible for all fund development activities including membership, special events, individual giving, foundation grants, government grants, and corporate support, in conjunction with other staff as needed.
7. Assumes chief responsibility for organizing and executing GAS's annual conference.
8. Works collaboratively with an actively engaged Board.

### **Qualifications/Education**

*The ideal candidate will have:*

- Bachelor's degree in Arts Administration or Art History/Studio Art, Master's in Arts Administration, Studio Art/Art History, or MBA; work experience of at least six years in arts/nonprofit management education or experience that is an acceptable equivalent
- A solid track record of helping organizations develop and execute strategic plans
- Experience supporting boards in their governance, "managing up" when appropriate, and working virtually with a geographically disparate board
- A demonstrated understanding of nonprofit best practices regarding transparency in governance and financial practices
- Successful project management experience
- Proficiency with current software and computer systems

*The ideal candidate will be:*

- Passionate about the mission of GAS and an enthusiastic advocate for it
- An excellent manager of people who can train, support, motivate, and mentor staff, as well as empower staff to connect and engage with GAS's various stakeholders (board, membership, etc.)
- Resourceful and a careful, prudent steward of GAS's assets
- Sociable, personable, diplomatic, and empathetic
- Detail-oriented and an exceptional organizer

- Adaptable, able to think on their feet, and an active problem-solver
- Self-aware, with good listening skills and the ability to accept feedback from the Board and all stakeholders with professionalism, grace, and empathy
- Equally skilled at building coalitions and consensus and taking decisive action when appropriate
- Calm in chaotic situations and able to thrive under high pressure

### **Knowledge, Skills, and Abilities**

Leadership, Fundraising, Financial Management, Strategic Planning, Knowledge of Craft/Glass, Program Development, Organizational, Managerial, Human Resource, Technology, Change Agent, Team Building, Self Direction, Autonomous Action, Acceptance of Accountability, Problem Solving, Dispute Resolution, Facilities Management

### **Location**

The GAS offices and this position are currently located in Seattle. Both local candidates and those who would be willing to work remotely for a period of time and consider relocating will be considered. Candidates are encouraged to be open-minded and discuss their geographic circumstances and flexibility in their cover letter.

### **Compensation**

The successful candidate will be offered a competitive compensation package.

### **Application Instructions**

Applicants should submit a resume and cover letter that reference their experience in relation to the work, responsibilities, and qualifications listed here. Applications without cover letters that directly address the candidate's fit with this position will not be considered. All inquiries and resumes should be sent via email to: [GAS-search@supportcenteronline.org](mailto:GAS-search@supportcenteronline.org).

GAS is fully committed to diversity and inclusion. As an equal opportunity employer, GAS does not discriminate in hiring or employment on the basis of race, color, religion, national origin, sex, gender identity, marital status, sexual orientation, age, disability, veteran status, or any other characteristic protected by federal/state law or local regulation.