

**THE GEORGIA TRUST FOR HISTORIC PRESERVATION
ATLANTA, GEORGIA**

PRESIDENT AND CHIEF EXECUTIVE OFFICER

SUMMARY OF POSITION:

With a direct responsibility to the Board of Trustees, the President of The Georgia Trust for Historic Preservation will be responsible for crafting and executing the strategic and operating plan for the organization. The primary objective of this executive will be to evolve The Georgia Trust in terms of its mission and its membership, such that it continues to have a positive impact in preserving and enhancing Georgia's communities, and the State's diverse historic resources, for the education and enjoyment of all.

REPORTS TO:

Chairman of the Board of Trustees

PRIMARY RESPONSIBILITIES:

Management Objectives

- Ensure that the mission of The Georgia Trust is embraced by its Board of Trustees and membership; is aligned with and supportive of complementary preservation and conservation organizations across the State of Georgia; and that the organization's mission is carried out with zeal and effectiveness by the Board, membership, and staff, such that superior operating results are achieved;
- Build a robust, effective fundraising mechanism that allows the organization to carry out its mission in a fiscally responsible and secure manner;
- Transition the educational and preservation services of The Georgia Trust from a diverse set of services solutions into a unique set of consulting services that can be leveraged by complementary preservation and conservation organizations; review the current organizational structure of the Trust and continuously evaluate the quality of Georgia Trust programs and make adjustments where appropriate to best serve the organization, the preservation community, and the citizens of Georgia;
- Ensure the on-going development of a comprehensive services roadmap that can attract new members and inspire current members;
- Continually monitor and, where appropriate, enhance both the organizational structure and senior leadership team to provide for unsurpassed capabilities;
- Work with the Nominating and Executive Committees to identify, recruit, and select outstanding and diverse potential Trustees, provide them training, and inspire their active participation;
- Provide inspirational and effective leadership and management of The Georgia Trust staff, including the Hay House staff, in order to provide excellence and dedication to the mission of the Trust;

- Effectively promote The Georgia Trust to various constituents (e.g., the membership, donors, endowments, patrons, partners, and current/future employees);
- Provide highly credible and inspiring leadership; and,
- Partner with other members of the leadership team and Board of Directors to create an outstanding workplace and corporate culture.

Business Objectives

- Actively participate in the management of Georgia Trust finance and administration policies and practices and continually monitor the financial performance of the Trust in order to maintain its sustainability as an organization;
- Grow membership of The Georgia Trust in such a manner as to account for the changing demographics of Georgia and the current membership;
- Grow the endowment year over year;
- Grow the Annual Gift in excess of 15% per year;
- Implement an operational plan that results in predictable year-over-year growth in membership;
- Manage preservation priorities and expenses to maximize the impact of The Georgia Trust;
- Provide technical expertise and leadership to the Preservation Department in managing the Revolving Fund in order to grow the number of properties protected by conservation easements and to manage the program in such a manner as to sustain its ability to acquire and protect historic buildings in the future; and,
- Realize continuous improvement in annual surveys of the membership and employees.

QUALIFICATIONS:

- The successful candidate will bring to The Georgia Trust for Historic Preservation an impeccable track record of accomplishment as an executive in the historic preservation field or a closely related sector. A history of managing the transition of an organization as well as the proven ability to drive the operational improvements, acquire new customers/members, and create excitement for the mission with all key constituent groups are prerequisites for this role. This executive will have proven his/her ability to execute flawlessly and possess the drive and charisma to motivate others around him/her to do the same.
- In addition to the background, the ideal candidate will have thorough knowledge of how to formulate business strategies, as well as the demonstrated ability to translate these plans into execution. When reviewing his/her career, one will find several examples of where this individual has targeted new markets and developed unique offerings that have demonstrated a track record of excellence. Knowledge of selling intellectual capital to affiliate organizations would be very helpful. Most likely, this executive will have a passion for history, conservation, and preservation. S/he will be an inspiring orator, equally comfortable with large public audiences or one-on-one with members, employees, and the general public.

- The ideal candidate will possess a high level of energy and a personal style that engenders loyalty and trust among the senior team, and at all levels within the organization. The successful candidate will be a mentor and team builder, able to both selectively add outside talent and develop internal resources in such a way that the organization generates momentum while portraying stability. Above all, the individual hired into this role will have unquestioned integrity and always do what is in the best interests of The Georgia Trust for Historic Preservation, its employees and membership, and the State of Georgia.

Compensation for this position is between \$180,000 to \$210,000 depending on expertise and experience. Benefits include health insurance, generous paid time off allowances, and a contribution to a 403(b)-retirement plan. Dental insurance is also available at the employee's expense.

To apply, please send a cover letter, a resume, a list of three references and a writing sample to David Smith at dasmith58@comcast.net

For information about the Georgia Trust please visit our website at www.georgiitrust.org