The Massachusetts Historical Society (MHS) invites nominations, applications and expressions of interest for the position of Senior Vice President for Programs and External Affairs, a newly created role. Reporting to the President, the Senior Vice President (SVP) is responsible for the strategic alignment, direction and leadership of a broad portfolio including: audience engagement; communications and marketing; development; education programs; public programs; research programs and fellowships; and visitor services. The SVP will oversee five direct reports and a total staff of 20. In addition, the SVP will play an important role working with the senior leadership team to ensure that there is alignment and coordination across the organization.
MASSACHUSETTS HISTORICAL SOCIETY AT A GLANCE

Founded in 1791, the MHS (www.masshist.org) is an invaluable resource for the study of American history, life, and culture. Its collections tell the story of America in over twelve million documents, artifacts, and national treasures, including the personal papers of three presidents—John Adams, John Quincy Adams, and Thomas Jefferson. Since 1791, the Society has nurtured and spread knowledge and the appreciation of American history by preserving and enriching its collections, providing tools and services to support research, and cultivating scholarship. The MHS is committed to the principle that knowledge of our nation’s past is fundamental to its future, and strives to reach a broad audience in order to elucidate the importance of history in understanding change and continuity in our world.

Over the past decade, the MHS has made its resources increasingly available not only to researchers but to the wider public. This has been greatly enhanced by the use of technology, especially through an improved website, ABIGAIL (the Society's online catalog), accessible collection guides and increased digitization. Library visitation is also growing, owing to the Society’s online presence and an increase in the number of research fellowships. A new endowed acquisitions fund has made it possible to add to collections at a time when purchasing materials has become increasingly competitive.

Public events play a central role in the Society. The MHS offers a full roster of engaging programs, including talks by established and emerging historians, history makers and public figures. Exhibitions highlight the Society's collections as well as subjects of topical interest in an endeavor to attract a growing audience.

The Society's education initiatives, designed to enhance the teaching of history to school-age children, have grown substantially. Annually, the MHS provides workshops to over five hundred teachers from across the country, focusing on the use of primary documents to enrich the classroom experience. Teacher Fellows use the MHS collections to develop new lesson plans that are added to the catalog of online educational resources and made available to educators everywhere. The MHS is now the Massachusetts sponsor of National History Day, which engages over a thousand students statewide each year. These efforts are augmented by a number of on-site student programs.

Through its activities, the MHS has built a national and international network of scholars, with fellowships and seminars and much-praised conferences. Publications are aimed to further knowledge of MHS collections. The Adams Papers documentary edition has increased its output in addition to producing several popular works and providing increased digital access to unpublished materials and online tools.

In expanding its range of activities, the Society has built a community of members who share an interest in history. Members enjoy the social as well as the intellectual stimulation of events while spreading the word and building public support for history and the MHS. After a decade of transformation and growth, the Society finds itself poised to become an even greater influence in shaping the future of our nation.
MHS ORGANIZATION AND LEADERSHIP

Working with a dedicated Board of Trustees and Board of Advisors, President Catherine Allgor, noted historian, nonprofit leader and public history innovator, has led the MHS since 2017. The MHS has approximately 65 staff. The Society’s librarians, scholars, educators, program and event specialists, development and communications professionals, and finance, operations, and support staff average 15 years of service.

The MHS has recently undertaken a strategic reorganization to increase management and programmatic capacity over the next three to five years. The new leadership team, reporting directly to the President, comprises the Senior Vice President for Programs and External Affairs, a Senior Vice President for Historical Content and Collections, and a Vice President & CFO.

In establishing this new structure, MHS seeks to:

- Improve planning and execution across the organization
- Add new capabilities required to support emerging priorities
- Strengthen senior management and team structure
- Strengthen functional areas that require best-in-class leadership and management
- Align MHS’ talent strategy with its mission and values regarding diversity, equity and inclusion
- Address leadership and succession considerations

THE SENIOR VICE PRESIDENT FOR PROGRAMS AND EXTERNAL AFFAIRS

The SVP will serve as an integral part of MHS’ senior leadership team and will be a key driver in helping MHS increase visibility and audience engagement, and achieve its revenue growth goals. The new SVP will ensure executive-level strategic direction and alignment to vital external-facing departments dedicated to: increasing the Society’s financial support for operations, special projects, endowment and capital; growing and sustaining the membership program and enhancing visitor services; building recognition and appreciation for the Society; developing new audiences through innovative programming, special events and exhibitions; serving the K-12 education sector through History Day and other community collaborations; and managing the Society’s research programs, including fellowships, seminars and conferences.

Providing mentorship and coaching to the team under their supervision, the SVP will directly oversee:

- Vice President for Communications and Marketing
- Director of Development
- Director of Education
- Director of Programs, Exhibitions and Community Partnerships
- Director of Research
Working closely with staff and the Society’s leadership team, the SVP will:

- Strengthen alignment across development, communications and marketing, programs, exhibits and events, education, and research with the Society’s mission, vision and values

- Develop and implement an integrated strategic external affairs plan, centered on the Society’s priorities and goals, with the aim of allowing MHS to cultivate and enhance meaningful relationships with targeted external audiences, including donors, members, educators, scholars, institutional and community partners, and the public

- Guide the creation and execution of overall development, communications, marketing, and program strategy to meet short-term and long-term fundraising and engagement goals

- Guide the development of a sustainable long-term strategy for programs, exhibits and events that leverages the strengths of the Society’s collections, and responds to and creates opportunities in the broad arena of American history, life and culture

- Guide the development of an innovative and expansive strategy for the Society’s initiatives in K-12 education that builds upon and strengthens existing commitments – National History Day, teacher professional development, and robust on-line resources

- Guide the development and implementation of strategies to expand the Society’s research activities, including garnering more support for fellowships and increasing seminar and conference attendance

- Regularly explore opportunities to expand MHS’s reach and impact

- Bring fundraising and donor engagement expertise to bear in ways that complement the existing development team

- Lead high-level projects focused on revenue building and audience engagement

- With executive leadership and the Board of Trustees, develop strategies to obtain additional private and public funding, explore opportunities to increase endowment and endowed staff roles, and develop capabilities and plans for a future comprehensive capital campaign

- Take a significant leadership role, in conjunction with special projects staff, the President and senior leadership, as well as members of the Board, in planning and executing MHS’s contribution to the City of Boston’s celebration of the United States Semiquincentennial/250th Anniversary of the signing of the Declaration of Independence
• Lead and manage high functioning teams, building a culture of collaboration and transparent communication across departments

• With Director of Human Resources, assess staffing levels across all areas under direction and ensure that departments are appropriately resourced to achieve short- and long-term goals

• Demonstrate a commitment to a culture of belonging within the organization, advocating for diversity, equity, and inclusion and nurturing creative, people-centered ideas.

THE SENIOR VICE PRESIDENT FOR PROGRAMS AND EXTERNAL AFFAIRS:
EXPERIENCE, COMPETENCIES AND SKILLS

Education
• Bachelor’s Degree
• Graduate degree in Nonprofit Management or related field a plus

Experience
• Senior-level experience with a record of increasingly responsible positions in external affairs (e.g. development, communications/marketing, programs and events)
• Deep appreciation of American history and a clear understanding of and eagerness to engage with the Society’s multi-faceted mission
• Experience working successfully and collaboratively with a wide variety of stakeholders (e.g. senior leadership, board members, and colleagues across all teams)

Skills
• Highly organized strategic thinker with significant experience working across departments and/or divisions
• Ability to work collaboratively inside an organization and build long-term relationships with external constituencies
• Strong planning and organization skills with ability to prioritize and multi-task
• Ability to maintain a “big picture” perspective while effectively managing the details
• Understanding of finance within the context of fundraising and the financial operations of the MHS
• Excellent interpersonal, verbal, and written communication skills, including public speaking
• Ability to build consensus across internal and external constituents
• Ability to exercise good judgement, to demonstrate an understanding of ethics related to development activities and to use discretion in interactions with donors, prospects, volunteers, and others
• Demonstrates organizational skills and experience in managing events and other complex activities in support of external affairs goals and objectives
• Interacts thoughtfully across diverse populations, fostering an equitable and inclusive workplace culture with a clear focus on organizational climate and a sense of belonging
• Creates a working environment that encourages team-building, innovation and open communication
• Exhibits excellent judgment in their role as advisor, supervisor, and mentor

TO APPLY:
Sage Search Partners is assisting MHS with this search. Confidential nominations and applications (cover letter and resume) should be sent to Paula Fazli, Managing Partner pfazli@sagesearch.com

The Society is an equal opportunity employer

We aim to be a diverse workforce that is representative, at all job levels, of the citizens we serve. Candidates of all backgrounds are welcomed and encouraged to apply. We are committed to creating a work place free from harassment and discrimination on the basis of race, color, ancestry, religious creed, gender identity and expression, national or ethnic origin, sex, sexual orientation, pregnancy, age, genetic information, disability, military or veteran status, or any other category protected by law (also known as membership in a "protected class"). We offer a competitive benefits package and salary commensurate with experience.