EXECUTIVE DIRECTOR OPPORTUNITY

ABOUT US
The Japanese American Museum of Oregon in Portland preserves and shares the history and culture of the Nikkei community—Japanese emigrants and their descendants. Formerly known as the Oregon Nikkei Legacy Center, JAMO is a venue for culture and research as well as an invaluable resource for exploring Nikkei experiences and their role in Oregon’s history and multicultural community. JAMO also provides transformative opportunities, services, and advocacy for the education, leadership and civic engagement of our communities.

Our permanent exhibit space highlights Issei (first generation) immigrants and their life in Oregon, Nihonmachi (Japantown), and their experience during World War II through Nikkei life today.

ABOUT THE EXECUTIVE DIRECTOR OPPORTUNITY
The Executive Director serves as the chief executive officer of JAMO, overseeing all operational and administrative functions, and embodying and advancing our mission, vision, values and philosophy. The ED’s top priorities include fundraising, relationship-building with board and community partners, and ensuring the organization remains mission-focused.

KEY RELATIONSHIPS
Reports to  Board of Directors
Direct reports  JAMO leadership team, which consists of the Deputy Director, Director of Collections and Exhibitions, the Director of Education and Engagement, and the Creative Director, Living Arts Program.

OUR VALUES

Trustworthy Steward
Our elders entrusted us to share their stories with future generations. This is paramount.

Trusted Source
We highlight and analyze primary sources. We use our expertise to analyze and share the lessons of the WWII Japanese American incarceration.

Forward-Thinking Innovator
We understand where technology is heading, recognize opportunities, and adopt new ideas.

Courageous Ally
We empathize with and support all vulnerable people who are treated unfairly. We stand against hate and injustice.

Collaborative Community Partner
We seek to build new partnerships and strengthen existing ones because success is achieved by working with others.
The document contains information about the Executive Director position at a museum. It outlines the primary responsibilities and what the museum is looking for in an Executive Director. The responsibilities include strategic leadership, providing support and leadership to the Board of Directors, establishing a clear vision, and engaging in long-range strategic planning. Community impact involves engaging with various levels of business, government, grassroots, advocacy, and other nonprofits to achieve impact in the community, especially the Nikkei community. Resource development is about driving key results in fundraising and partnership development across a wide array of stakeholder relationships, grants, and funding opportunities. Programs, exhibits, education, and advocacy involve developing programs to enhance the mission, maintain standards of excellence for all collections, exhibitions, educational efforts, and events, as well as the visitor and volunteer experience.

What the museum is looking for includes experience working in a leadership role in the nonprofit sector, preferably in a museum or culturally specific agency, with extensive experience in strategic leadership in the management of an organization of comparable size, scope, and mission. Knowledge of issues relevant to JAMO’s mission and the history of the Nikkei and other communities it serves, including systemic issues affecting the Nikkei community, communities of color, and other vulnerable populations. Ability to establish authentic and effective relationships with key stakeholders, grassroots, and advocacy organizations, and government partners, along with confidence and support from community members. Experience in building revenue and increasing major philanthropic and public sector support; capital and major fundraising experience is highly desirable. Strong written and verbal communication skills, effective in public speaking and representing an organization to the press. Experience leading an organizational change effort with a desire to explore new ideas and innovative approaches to solving problems.

Interested in applying? Please view the Executive Director position description on our Careers page for full requirements and instructions on how to apply.

General questions? Please contact our search consultant, Joseph Wahl at Wahl & Associates, joseph@wahlandassociatesllc.com.