

## CHIEF EXECUTIVE OFFICER



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# THE ORGANIZATION

**The Museum of Pop Culture's (MoPOP) mission is to make creative expression a life-changing force by offering experiences that inspire and connect our communities.**

Housed in an iconic Frank Gehry-designed building located at the Seattle Center (Seattle, WA, USA), MoPOP was created to inspire and engage people of all ages by celebrating and showcasing shared cultural touchpoints spanning music, film, fashion, the performing arts, video games, technology, sports, and more. MoPOP's world-renowned, one-of-a-kind permanent collection includes more than 80,000 individual pieces with less than 1% on display at any given time at the museum. In addition, the museum has a very active lending program with pieces on display all over the world.

MoPOP is recruiting its next CEO. Come geek out with us!! We love this stuff and we're having a blast. We LOVE coming to work every day. This is a rare chance to join a well-respected organization at a key inflection point as we define, shape, and embrace our future. If that excites you as a leader, this may be the career defining opportunity you've been seeking.

## ABOUT MOPOP

Entering its third decade, MoPOP is a budding, emerging cultural institution with enriching ties to the Seattle and global arts community, poised to amplify and transform the study and celebration of pop culture. Over the past six years, MoPOP has experienced significant growth, solidified operational structures, and deeply engaged in diversity, equity, inclusion, and accessibility; and infused inclusive and strategic frameworks across the organization. MoPOP weathered the height of the COVID-19 pandemic with minimal impact to its 110+ staff members, achieved financial sustainability and maintained diversified programmatic offerings.



## WHY MOPOP

MoPOP is different than a lot of other cultural institutions that are specific to one art form or genre. MoPOP believes pop culture is a universal language that can build connections across a diverse range of people. For more than twenty years, the museum has been showcasing its collection along with traveling exhibits to spark connections and create lasting cultural impact. MoPOP creates both a physical space and an emotional and intellectual opportunity for people from every background to explore, find community, and recognize their own creative potential.

## CORE VALUES

- **Open arms:** We practice radical hospitality and equitable access.
- **Creative exchanges:** We create space for community voices and collaborations.
- **Light bulb moments:** We use pop culture as a catalyst for learning, connecting, and creating.
- **Pursuing excellence:** We believe integrity, innovation, and hard work lead to amazing things.
- **Excitement:** We value the thrill that comes from experiencing creativity together.

MoPOP is committed to addressing diversity, equity, inclusion, and accessibility (DEIA). This includes taking steps to increasing our awareness of institutional “-isms” as well as uncovering the ways they show up in museum culture. We recognize this is a process that requires intentionality, energy, and resources, and MoPOP is developing a DEIA framework that can cultivate a work environment and museum experience that is truly welcoming for all.



# THE POSITION / YOUR ROLE

The CEO is a visionary, people-centric leader developing and articulating an ambitious direction for the coming decades, fostering organizational, financial, programmatic sustainability while demonstrating excellence in communicating internal and external needs to a variety of constituencies. The CEO is responsible for leading MoPOP to achieve its mission, goals and objectives, organization-wide strategic visioning, and leading daily operations.

Reporting to the Board of Directors, the CEO manages an annual operating budget of \$20M, and the senior leadership team (currently seven (7)) who supervise finance, people + culture, exhibitions/collections, sales/marketing, museum operations, education and public programs, and advancement, and who share accountability for the wellbeing and sustainability of the museum. As the lead spokesperson and fundraiser of the museum, the CEO leads external engagement, community building, and direction of MoPOP's presence and impact on the greater Seattle arts community.

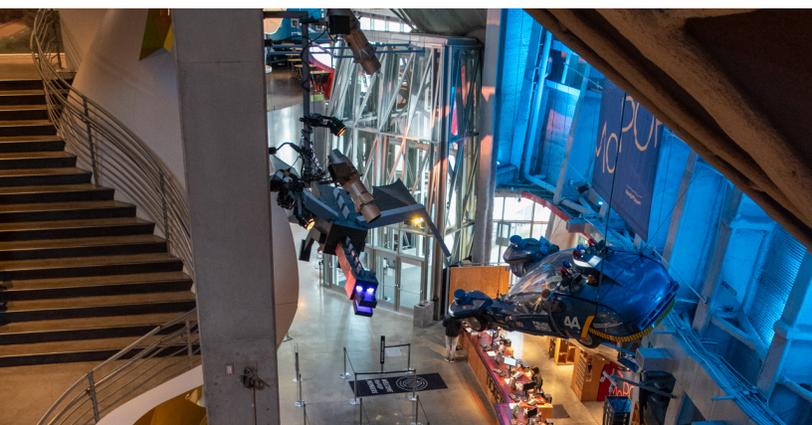


# PRIORITY ACTIVITIES FOR THE NEW CEO

- Build relationships internally with staff in all areas and levels of the organization, as well as with board members. Become a visible and accessible presence in the museum and administrative offices by modeling a positive, optimistic, and approachable attitude and demeanor.
- With the senior leadership team, set the vision and lead execution of MoPOP's multi-year strategic and business plan as a springboard to local and global expansion.
- Become familiar with current operations, partner with the senior leadership team to manage potential organization-wide change, continue the museum's work of operationalizing excellence and stewarding the collection while creating and cultivating a culture of community-centric philanthropy.
- Partner and engage with a talented, motivated board of directors in a way that promotes a culture of candor, set clear expectations of both and enables a strategic dialogue. Collaborate on the recruitment of board members and provide educational opportunities to strengthen board practices and cohesion.
- Develop an active and robust advancement program that will continue to ensure the financial viability of the museum including serving as a key participant in donor relations, soliciting major gifts and grants, and encompasses endowment and capital campaigns.



- Build a stronger, more engaged MoPOP community by expanding new and existing partnerships in alignment with mission and core values, to include other cultural organizations, civic leaders, nonprofits, and artists locally, nationally, and globally. Foster a healthy, inclusive internal culture that supports diverse, collaborative and empowered colleagues and teams.
- Ensure that MoPOP's programming and exhibitions reflect a forward-thinking approach to continually attract future generations and diverse audiences. Bring an expansive mentality to identifying and creating relevant exhibitions that reflect "pop culture" from a global perspective.
- Build the organization's reputation as a trusted brand and partner through intentional, consistent, high-quality visitor experiences that are rooted in the museum's core values.
- Leverage MoPOP's inspiring, one-of-a-kind cultural experience to bring people together.



# WHAT YOU BRING

Candidates will be evaluated on the full range of their lived and learned experience, professional background, volunteer experience, and direct and transferable skills. MoPOP is seeking candidates with a compelling combination of demonstrated experience and skills in some, or all, of the following areas:

- Experience serving as an Executive Director, Deputy Director, CEO, COO, CAO, CFO, or similar role(s), or as a senior staff member of an organization, division, or department of comparable size.
- Broad understanding of all aspects of running nonprofit organizations and cultural institutions (e.g., People + Culture, Marketing, Visitor Experience, Strategic Planning, Fund Development, Facilities, Financial Management).
- Exposure to nonprofit operations, business operations, legal, compliance, arts and culture operations, or private sector entities – which may come from board, volunteer, or staff service – is required for success in this role.
- Appreciation and passion for the greater arts and cultural community in Seattle and beyond.
- Experience leading teams through creative and cultural change.

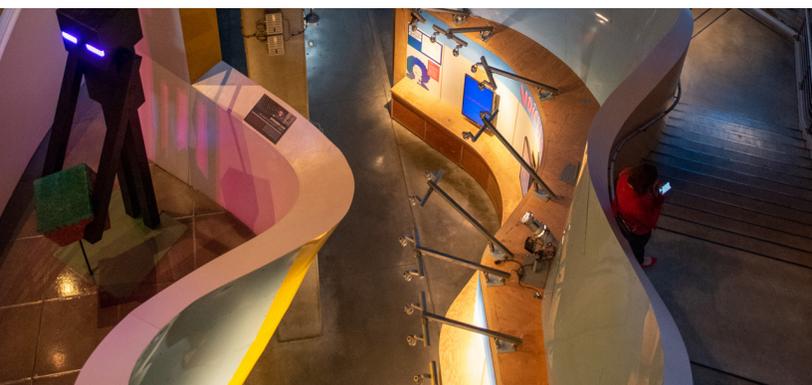
## COMMITMENT TO:

- Promote and champion MoPOP's dedication to diversity, equity, inclusion, and accessibility in all facets of the institution's programs, staff engagement, and community partnerships.
- Anti-racism work, learning about race and class dynamics in nonprofit fundraising and nonprofit management.
- Deepen the organization's culture of philanthropy and build meaningful relationships between MoPOP and its community of supporters.
- Steward the museum's assets and collection.



## ABILITY TO:

- Lead business operations with inclusive and strategic business acumen.
- Translate vision into action.
- Lead with compassion, empathy, and understanding.
- Engage local, national, and international philanthropic communities that support the arts, cultural organizations, popular music, or the study of popular culture.
- Ensure strong, transparent internal communications.
- Mobilize and inspire team members throughout the museum.
- Evaluate effectiveness and measure performance of operational strategies, policies, and plans.
- Serve as a persuasive, passionate and visible spokesperson for MoPOP who effectively articulates the organization's history, programs, and mission as a lead ambassador within and outside the organization.
- Embrace diverse communication styles and engage diverse audiences.
- Work effectively with staff and promote a positive working environment, spirit of collaboration, and positive reactions to change and conflict resolution.
- Manage wide-ranging priorities and multiple stakeholder interests while running a complex museum operation.
- Scale the organization locally and expand MoPOP's global brand and reach, including growing the number of international visitors. Increase brand awareness, visibility, and social media presence.
- Seek out collaborative relationships within and outside the organization, maximizing the contributions of staff, volunteers, board members, and other non-profit and community organizations.



# COMPENSATION & BENEFITS

The starting annual salary for this position is \$290,000 with bonus potential.

The comprehensive benefits package includes:

- Medical, dental and vision benefits
- 401(k) retirement plan with discretionary employer match
- Flexible Spending Account for health care and dependent costs
- Short-term disability, long-term disability, and life insurance
- Eight paid holidays, plus seven floating holidays
- Generous vacation and sick leave
- Employee Assistance Program
- Subsidized transportation and parking options
- Subsidized dependent medical, dental and vision benefits
- MoPOP staff museum access, plus discounts at the retail store and Culture Kitchen Seattle at MoPOP

# TO BE CONSIDERED

The position is open until filled, with a priority deadline of November 23, 2022.

Candidate materials are reviewed on an ongoing basis and initial interviews will begin by late October. Please submit a resume and a two-page (or less) cover letter addressed to Board President, Shaunta Hyde at: [valtasgroup.hire.trakstar.com/jobs/fk02gkb](mailto:valtasgroup.hire.trakstar.com/jobs/fk02gkb). You may direct questions to Ed Rogan at [ed@valtasgroup.com](mailto:ed@valtasgroup.com) or 206.697.8428, Amy Burton at [amy@valtasgroup.com](mailto:amy@valtasgroup.com) or 206.718.5122, or Emily Lee at [emily@valtasgroup.com](mailto:emily@valtasgroup.com) or 206.409.2215.

*MoPOP is committed to creating an inclusive and equitable workplace, and we are proud to be an equal opportunity employer. We believe that having staff, interns, and volunteers with diverse backgrounds enables us to better meet our mission and encourage BIPOC, women, and LGBTQIA+ individuals to apply. We acknowledge that our work to build safe spaces and better systems for traditionally marginalized groups is ongoing and will require constant vigilance and expect all MoPOP employees to be part of our DEIA journey.*





## ABOUT VALTAS GROUP

We are proud of our work as [Interim Executive Directors](#), supporting our clients in times of transition. Our deep experience helps organizations navigate uncertainty during leadership change. We [lead the search process](#) in [partnership with the board](#) and staff leadership, as consultants for [recruiting and search](#) to support your organization as you identify the ideal Executive Director or leader for your future. We partner with board members and senior nonprofit leaders on a variety of strategic consulting assignments.

Valtas Group has a variety of comprehensive resources to guide your transition needs. [Contact us](#) to learn about our [executive interim and placement services](#) and keep your organization moving during any transition or major change.

[CONTACT US](#)