



Inspired by Island history and created and grown by an all-volunteer corps, the Anna Maria Island Historical Society is ready for its next milestone-the addition of a professional executive to lead them into their next era with excellence.

The Anna Maria Island Historical Society Board of Directors seeks an innovative and visionary leader who demonstrates a passion for engaging others in appreciating the island's history and cherishing the natural wonders of the region.

AMIHS is a special place, and our next leader must be a steward who builds upon the foundation of our success while growing and evolving for the future. The ideal candidate is a proven leader who understands the power of collaboration and has extensive experience and success leading teams that foster a culture of excellence from programming to facilities to the visitor experience.

**An Invitation to Apply
for a part time Executive Director position for the
Anna Maria Island Historical Society (AMIHS)
Anna Maria, Florida**

The Anna Maria Island Historical Society has been a cornerstone of Island culture for nearly 33 years. This independent nonprofit is seeking an Executive Director to partner with the dedicated volunteer Board of Directors to move AMIHS into its next era.

AMIHS's mission is to preserve, share and cherish the history of Anna Maria Island and its three Island cities. Their goals are to preserve the heritage of this beautiful seven-mile island jewel, to make the history of the Island come alive to students, residents and visitors from all walks of life, and to grow as a destination for visitors to the area.

Located on Pine Avenue in the City of Anna Maria, AMIHS is a veritable treasure trove of information about early settlers on the Island and those who followed to create this place called Anna Maria Island. While there are three vibrant cities on the island, AMIHS has the only museum on the Island and also the only museum in the County telling the

story of the Island's history and cherished culture. Their historical records are priceless and are ready to be moved into the digital age for increased access and preservation.

The AMIHS Board and other volunteers have made AMIHS part of the fabric of the community by hosting annual Heritage Day Festivals, Member's Luncheons, Chamber of Commerce events and by actively contributing to many other events such as the annual Veteran's Day parade, Holiday Open Houses and Island celebrations. In addition, they offer youth the experience of island adventure through scavenger hunts, and great storytelling. Members and the public enjoy occasional workshops and speakers. As the community grows and changes, the importance of AMIHS and the stories housed in its exhibits and collections grows.



Anna Maria is a year-round destination for visitors from around the world. The highest volume of visitation is in the cooler months of October through April. While the

beaches are the top attraction, visitors enjoy stopping into the Museum to learn about the history of their vacation home. Entrance is free to the public, but donations are welcomed to help support their efforts. AMIHS attracts and supports approximately 6,000 visitors annually.

Over this past year, the AMIHS Board has focused on capacity building for the Museum. They received funding from the Manatee County Tourist Development Council to hire consultants with museum experience to help review all aspects of their operations and begin to focus on expanding their revenue, marketing and communications, board development as well as strengthen their collaborative opportunities and, in addition, support a professional staff member. This professional staff member will work shoulder to shoulder with them to continue to build the Society's capacity and impact in the region as a vital resource for tourism and economic development. The position is part-time initially with the goal of growing to full-time.

Anna Maria Island Historical Society is poised for growth with a visionary board and supportive community.

Leading this culture of passion and excellence will require a professional with:

- A passion for historical preservation and education.
- Experience running an organization or department in an organization with the responsibility of financial oversight and operations.
- Nonprofit experience and a museum or library background would be a plus.
- A history of success leading fundraising programs that align with an organization's mission and goals.
- A track record of nurturing, coaching, and retaining highly motivated and professionally successful volunteers and staff.
- The ability to work closely, cordially, and transparently with a volunteer Board of Directors and its officers.
- Established skill as a persuasive and charismatic communicator who successfully attracts, builds, and sustains mission-driven relationships with public officials, community leaders and partners, and philanthropists.
- Experience with strategic planning, goal setting, and operational planning.
- A commitment to maintaining a campus environment attractive to diverse populations and free from discrimination and harassment as articulated by federal law.

The Executive Director will be responsible for the overall planning, development and management of AMIHS with specific emphasis on:

Guiding Strategy and Execution

In partnership with the Board of Directors and staff, the Executive Director will ensure AMIHS evolves in ways necessary to meet its mission and respond to community needs. The Executive Director will be responsible for engaging and partnering with the Board in short-term and long-range planning, establishing measurable goals and objectives, and reporting progress to stakeholders.

Fund Development Leadership

The Executive Director will guide AMIHS in establishing a fully functioning fundraising program capable of attracting, retaining, and growing impactful donor relationships over time. The position is responsible for expanding and diversifying philanthropic resources that will help achieve AMIHS's strategic, mission-centric goals.

Business & Finance Expertise

The Executive Director will ensure AMIHS operates with effective business operations, financial management and administrative practices. The Executive Director will ensure the fiscal integrity of AMIHS and provide the board with monthly and annual financial statements that accurately reflect the financial condition of the organization, as well as meaningful data to support decisions related to financial planning, facilities, endowment, and special projects.

Board Partnership

The Executive Director will provide input, advice, and information to help develop a strong and diverse Board of Directors. The Executive Director will strive to inspire board

involvement by offering meaningful opportunities to engage in guiding AMIHS's mission and purpose and offering board members information and tools to support effective governance practices.

Team Development

The Executive Director will be responsible for fostering a collaborative culture among AMIHS's board, docents and other volunteers by modeling an inclusive approach that values and respects diverse voices and perspectives. The Executive Director is expected to lead, coach, mentor, and develop the team, while also promoting a culture of accountability and excellence.

Community Engagement

The Executive Director will be the face of the Museum in the community and region continuing to nurture the strong relationships the Board and volunteers have maintained over the years and identifying and securing new participation. Collaboration and partnerships are a hallmark of the Board's community engagement that is expected to grow with consistent tending by the Executive Director.

More about AMIHS

The evolution of AMIHS is a story of volunteer commitment and community engagement that started in 1991 with the spirit and passion of two volunteers, Pat Copeland and Carolyne Norwood. AMIHS's Board of Directors is comprised of dedicated volunteers who have run all aspects of the operations with a corps of passionate docents and support from the Island's three cities.

AMIHS's current annual budget is \$38,000 with support from the City of Anna Maria for land, buildings, equipment and property maintenance.

The Campus- Anna Maria Historical Park

The campus sits on nearly 1/2 an acre with historical buildings, a nature trail and a parking lot. The AMIHS Museum building was originally built in 1920 as an icehouse. Home to the Museum since 1992 it serves as the welcome center for the Historic Park and houses exhibits, holds local archives and the retail store.

Belle Haven is an historical cottage saved and renovated by AMIHS and now houses heirlooms and antiques that bring to life early Island culture.

Mangrove Walk is the site of one of the original freshwater wells established on the Island. Now planted with native plants it serves as an example of eco-friendly landscaping.

Collections

AMIHS permanently conserves over 1431 objects. These include art, material culture from island history, archeological objects, rare books, natural science specimens and local archives.

Objects are available to view online at:

<https://ehive.com/collections/5026/anna-maria-island-museum-and-historical-park>

Some historical city and island records are available at the main Museum.

While the overall scope of the job is wide, operations are small scale with major opportunity!

Qualified candidates interested in learning more about the opportunity should send a current resume and letter of introduction addressed to the AMIHS Search Committee to search@carter.global