

**Executive Director
Preservation Long Island
Cold Spring Harbor, New York**



Preservation Long Island (PLI) seeks an Executive Director to assume overall leadership of the organization and launch its next phase of growth and impact. The Executive Director will have a passion for the organization's ambitious mission, partnering with the Board, staff, and a broad base of stakeholders to ensure that Long Island's diverse cultural and architectural heritage is recognized for the value it brings to communities. The Executive Director will be an inspiring spokesperson and relationship builder and will cultivate public and private support to promote the long-term financial health of PLI. This is an opportunity for a dynamic leader to make a lasting impact on the region's historic preservation efforts and the many communities served by a venerable 76-year-old organization poised for growth.

BACKGROUND

Preservation Long Island, founded in 1948, is a 501(c)(3) not-for-profit organization with a mission to celebrate and preserve Long Island's diverse cultural and architectural heritage through advocacy, education, and the stewardship of historic sites and collections. For over 75 years, PLI has established a reputation for pioneering preservation advocacy and popular programming designed to help connect all Long Islanders with the region's complex and distinctive past. PLI oversees four historic sites: Joseph Lloyd Manor (1767) in Lloyd Harbor; Sherwood-Jayne House (ca. 1730) in East Setauket; Custom House (ca. 1790) in Sag Harbor; and the former Methodist Episcopal Church (1842) in Cold Spring Harbor, which serves as PLI's headquarters and exhibition gallery. PLI also stewards one of the most significant assemblages of regional American material culture, reflecting four centuries of life on Long Island, comprising over 4,000 objects and archival materials that range from artistic and technological masterworks to documentary imagery and everyday artifacts. Drawing upon this collection, PLI mounts annual exhibitions that explore themes in citizenship, material culture, and diverse historical narratives.

Each of PLI's historic properties plays a significant role in educational programming. Program areas include lectures, workshops, publications, tours, historic house interpretations, school programs, and special events. Among PLI's most significant initiatives is the Jupiter Hammon Project. Established in 2019, the Project aims to establish a more relevant and equitable interpretation of Joseph Lloyd Manor, a site of enslavement for generations of people of African descent, including Jupiter Hammon, America's first published African American poet. This award-winning project reflects an organizational priority of confronting Long Island's complicated history. The project prioritizes transparency, and actively engages communities, inviting stakeholders to offer perspectives and insights and to participate in decision making. PLI also pursues the publication of academic research, catalogs, and monographs exploring regional history through architecture, design, and decorative arts. This September, PLI released

Promoting Long Island: The Art of Edward Lange, 1870–1889 which draws connections between Lange’s art and previously unassociated historical themes.

PLI is the only not-for-profit organization on Long Island with a mission to support and advocate for historic preservation throughout Nassau and Suffolk Counties, which together comprise a total of two cities, 13 towns, 97 incorporated villages, and two Indian reservations. As a public resource for grassroots historic preservation efforts, PLI offers free technical assistance and strategic guidance for surveys, landmark designations, National Register listings, fundraising, restoration or adaptive reuse of historic buildings, and more. PLI also maintains an Endangered Historic Places list and a Preservation Excellence Awards program, and produces an annual newsletter that celebrates Long Island’s historic places and the efforts made to preserve them.

REPORTING RELATIONSHIPS

The Executive Director serves as Chief Executive Officer and reports to the Board of Trustees, led by the Board President. The Executive Director will oversee a staff of 18 seasonal, full- and part-time employees, including 6 direct reports. Direct reports in core fields include PLI’s Chief Curator, and Directors of Preservation, Education, and Programs.

RESPONSIBILITIES

Organizational Leadership

- Develop and lead PLI’s strategic plan in collaboration with the Board to achieve PLI’s mission and grow its organizational strength
- Lead a talented staff in a shared vision to integrate and advance PLI’s advocacy, education, and preservation objectives
- Promote a collaborative environment that fosters clear and open communication, leveraging the knowledge and capabilities of the staff and Board
- Build strong relationships with the Board and its committees, supporting their governance and strategic initiatives, and inspiring their continued support of the organization

Community Relationships and Advocacy

- Build public engagement with Long Island’s cultural and architectural heritage including recognizing underrepresented histories and communities
- Collaborate with local colleague organizations and other strategic partners in advancing the organization’s mission
- Engage and nurture relationships with community leaders, professional organizations, Tribal Nations, and descendant communities
- Expand awareness of PLI’s resources and support services through strategic marketing and communications
- Maintain standards set by the National Trust for Historic Preservation, the Preservation League of New York State, the New York State Division for Historic Preservation, and the American Association for State and Local History

Development

- Increase philanthropic support from individuals, foundations, corporations, and public sources
- Create opportunities to build and maintain strong relationships with current donors
- Lead and implement PLI's fundraising strategy in collaboration with Board and staff
- Cultivate relationships with local businesses and elected officials

Management and Operations

- Create and manage annual plan and budget to achieve PLI's goals within its financial resources
- Supervise legal and accounting matters and oversee risk management
- Guide and support the staff and Board in establishing goals and developing programs and advocacy efforts that fulfill the mission and strategic vision
- Oversee stewardship of PLI's physical plant including the maintenance of PLI's historic sites and collections

CANDIDATE PROFILE

PLI seeks an Executive Director demonstrating the following professional and personal qualities:

Passion for the Mission of PLI

- Deep interest in Long Island's cultural and architectural heritage and in PLI's mission to inspire and engage the public in sustaining Long Island's historic places and exploring their relevance to contemporary life
- Strong understanding of and interest in historic preservation
- Commitment to sharing the multilayered history of Long Island

Strategic Leadership and Vision

- Ability to work with the Board and to lead diverse stakeholders to develop a future vision and define the tangible steps to execute it
- Ability to lead the staff to achieve the defined goals with resources that are available and to overcome obstacles along the way
- Multi-tasker who can simultaneously manage a variety of activities while staying focused on achieving overall goals
- Flexible and communicative with a positive attitude

Significant Management Experience

- Proven leader with senior-level experience in roles requiring strategic planning, financial and risk management, fundraising, and legal oversight
- Significant experience preferably gained at a preservation organization, museum, or other similar non-profit organization
- History of working with Boards and other stakeholders to achieve outstanding results

Fundraising Expertise

- Effective operating in public settings and as a leader with visibility in the community
- Understanding of fundraising principles and proven ability to raise money from public, institutional, and private sources
- Comfortable making individual solicitations including major gifts and grants in furtherance of PLI's mission

Financial and Operational Management

- Proven record of successful management of finances and operations, including supervising legal and accounting matters
- Financial acumen and ability to understand financial and operational implications and adapt as circumstances change
- Comfortable being held accountable for fiscal and operational results with policies set by the Board in partnership with the Executive Director and staff
- Understanding and ability to lead staff in overseeing properties and collections

Effective Spokesperson and Relationship Builder

- Trusted spokesperson able to positively engage a wide variety of audiences
- Interest and ability to build relationships with peer organizations, funders, and other stakeholders
- Active listener receptive to multiple perspectives
- Ability to plan and execute successful communications and marketing strategies
- Outstanding written and verbal communication skills across various platforms and audiences

Team Leader

- Ability to hire, lead, mentor, and hold accountable a talented team while fostering a positive working environment
- Strong ethical values and integrity that set an example for the organization
- Commitment to diversity, equity, and inclusion as a core value in all aspects of organizational culture, programming, and operations
- Results-oriented and collaborative style

A Master's degree and at least 10 years of experience in the nonprofit sector, ideally in historic preservation, museum leadership, or related field is preferred for this position.

SALARY AND BENEFITS

The salary range for this position is \$150,000 to \$180,000 annually, commensurate with experience. Preservation Long Island offers a comprehensive package of employee benefits.

LOCATION

This position is in Cold Spring Harbor, New York. Work takes place onsite at PLI's headquarters, with travel as needed to its museums in Sag Harbor and Setauket. Remote work is generally not possible for this position.

APPLICATION INSTRUCTIONS

All applications must be accompanied by a cover letter and a resume including references. Cover letters should address the mission of Preservation Long Island and the responsibilities outlined in this position description.

To apply for this position or nominate a candidate, please write: PLIExecutiveDirectorSearch@gmail.com

All inquiries will be confidential.