Summary:
We seek a talented leader who knows the value of preservation and the celebration of history, and who will involve students and faculty in the enthusiastic exploration of the multitude of issues present in the Southwest.

The Director of the Center of Southwest Studies provides executive leadership in fulfilling the Center’s roles as an educational and archival resource, library and museum. As funding will be a key issue, the Director will provide fiscal oversight of the Center and direct external fundraising activities in collaboration with the Office of Advancement and community partnerships. The Center of Southwest Studies at Fort Lewis College serves as a major educational and archival asset to the College, community, region and state.

Fort Lewis College (FLC) is Colorado’s only public liberal arts college. Born from a military post established in 1878, the mission of Fort Lewis College is to offer an accessible, high quality, baccalaureate liberal arts education to a diverse student population. Today, Fort Lewis College serves a diverse student body and is a national leader in Native American education.

Reports to:
The President of Fort Lewis College

Required Qualifications:
- Master’s degree in a related field
- Demonstrated evidence of previous successes with fundraising
- Experience in a college/university, museum, historic preservation agency or related setting
- Interest in the American Southwest and its diverse resources, cultures, and peoples
- Previous supervision of a professional staff
- Ability to manage a significant and complex budget
- Demonstrated leadership and communication skills
- Willingness and desire to participate in frequent weekend or evening activities at the Center; some travel will be required.

Desired Qualifications:
- Doctoral Degree
- Demonstrated leadership in directing an organization with multiple campus, regional and national stakeholders.
- Experience in organizational development, marketing, and communication.
- Demonstrated commitment to equal opportunity, including the recruitment, selection and retention of a learning community that is diverse in race, color, religion, creed, national origin, sex, sexual orientation, gender identity, gender expression, age, disability, and veteran status
- Experience building collaborative leadership and administrative processes

Responsibilities:
Executive Leadership
- Follows the mission and principles set forth by the Center of Southwest Studies Advisory Board and the President of Fort Lewis College.
• Manages the daily operations of the Center which includes the supervision of professional staff, doctoral fellow, interns, and student workers.
• Prepares an annual operating plan which guides all activities. Submits reports to leadership on the progress of programs.
• Effectively communicate and personally support the department values to foster inclusiveness and diversity.

Fiscal Oversight
• Promote the Center’s collections, historic preservation mission, and public programs with the assistance of curatorial, library, and events coordination staff.
• Implement and manage Center’s budget.
• Maintain a stable funding stream from both the College and external sources
• Secure funding for the Center’s operations and community outreach via grants, contracts, donor cultivation, and partnerships in collaboration with the Office of Advancement.

College/Community Connection
• Promote the role of the Center of Southwest Studies which strives to better serve the needs of the local and greater community as a gateway to the entire region.
• Be responsible for strengthening the existing connections with on-campus academics, off-campus constituents, Native American tribes, as well as creating new cooperative ventures that serve to elevate the Center’s status as a leader in historic preservation and education.
• Connect individuals and communities with opportunities to explore, study, and experience the Southwest’s dynamic heritage.
• Facilitate a forum for the exchange of information, community learning activities, the creation of community-based learning experiences to stimulate non-traditional opportunities of intellectual growth, and the preservation of valuable research materials for study by the college community and the public.

Creative Direction
• Aid in the promotion of the Center’s collections, historic preservation mission, and public programs (with the assistance of curatorial, library, and events coordination staff).
• Play a critical role in monitoring the balance between retaining past accomplishments and commitments while encouraging innovation. The creative energies that results from working with differing points of view in an engaging and robust dialogue is a hallmark of Fort Lewis College’s success.

Supervision
• Develops, mentors and manages staff; supporting them to be successful in the implementation of all aspects of the Center.
• Supports a culture in which effective teamwork, collaboration, and innovation are expected and recognized. Leads by example with regards to appropriate risk-taking, cross-organizational cooperation and clear standards of conduct.

Compensation:
• Salary: Commensurate with experience
• Moving/relocation allowance
• Full benefits package
• Full-time, 12-month exempt-staff position
Application Process:
Electronic submit the following in PDF format:
1. A letter of interest that addresses the required qualifications and responsibilities
2. Resume
3. Contact information of three current, professional references

Address application materials to:
Dr. Charles Riggs, Chair
Email: lmtaylor@fortlewis.edu
Subject line: Director of CSWS

The position will remain open until filled.
The successful candidate will be required to submit official transcripts and pass a background check.

Equal Opportunity:
Fort Lewis College does not discriminate on the basis of race, age, color, religion, national origin, gender, disability, sexual orientation, gender identity, gender expression, political beliefs, or veteran status. Accordingly, equal opportunity for employment, admission, and education shall be extended to all persons. The College shall promote equal opportunity, equal treatment, and affirmative action efforts to increase the diversity of students, faculty, and staff. People from under-represented groups are encouraged to apply.

About Fort Lewis College and Durango:
Fort Lewis College is Colorado's public liberal arts college, offering baccalaureate degree programs in the arts, humanities, social sciences and natural sciences as well as professional programs in applied sciences, teacher education, and business administration. The college has a diverse student body with an enrollment of about 3,800 from 50 states and 17 countries, 30% Native American, and 10% Hispano.

The campus is located on a mesa top at the foothills of the San Juan Mountains as it converges with the desert Southwest. The College contributes directly to the cultural and economic vitality of the area. Durango is the hub of Southwestern Colorado, situated in a beautiful mountain valley with nearby peaks reaching 14,000+ feet. A mild four-season climate allows numerous opportunities for skiing, fishing, biking, golfing, etc. With an area population of 45,000, Durango is cosmopolitan for its size and is served by major airlines with direct connections to Denver, Phoenix, and Dallas. It is 3.5 hours driving distance from Albuquerque, N.M.