



EXECUTIVE DIRECTOR

ABOUT THE BURKE MUSEUM

Natural history and culture is everything around us: the land, water, plants, animals, and people. Daily news stories warn us of irreversible shifts impacting nature and culture each day: a fragile ecosystem suffers irreparable damage or the last speaker of a language passes away. Understanding the implications of this rapid and complex societal and environmental change may seem daunting. Despite these formidable challenges, the world-class research, collections, exhibits, and programs of the Burke Museum of Natural History and Culture contextualize what is happening in our world to inspire curiosity, discovery, action, and healing.

Founded in 1885 and designated the State Museum in 1899, the Burke Museum of Natural History and Culture is the oldest public museum in Washington State. Located on the northwest corner of the University of Washington (UW) campus in Seattle, the Burke Museum occupies an unrivaled position in the natural and cultural landscape of the Pacific Northwest. The Burke Museum is home to over 18 million biological, geological, and cultural objects from Washington state and around the world, preserving natural and cultural history and continuously generating new discoveries. The Museum's diverse audiences include people of all ages and ethnicities, as well as families with children, schoolchildren and teachers, young adults, seniors, and visitors from around the world. Students, researchers, artists, and community members draw on the collections to build knowledge of our world, and address challenges facing communities in the Pacific Northwest and beyond. The Burke Museum is governed by the University of Washington Board of Regents and administered by the College of Arts and Sciences. The Burke Museum is a Smithsonian Affiliate and has received regular re-accreditation by the American Alliance of Museums.

Key Facts

- 18 million objects in the collections
- \$16 million operating budget (2021); \$38.5 million Endowment (2021)
- 184 staff, including 70 FTEs, 100 hourly staff, 14 Curators (2021)
- 27-member BMA Board; 22-member BMA Advisory Council; 26-member NAAB (2021)
- Over 3,000+ scholarly outputs by curators, affiliated research staff, and visitors over the past decade
- Over 90,000 K-12 students served annually

Mission, Vision, and Values

Mission. The Burke Museum cares for and shares natural and cultural collections so all people can learn, be inspired, generate knowledge, feel joy, and heal.

Vision. The Burke Museum inspires people to value their connection with all life—and act accordingly.

Values. Respect, Integrity, Stewardship, Equity, Collaboration, and Curiosity.

NEW BUILDING, EXHIBITS, PROGRAMS, RESEARCH, AND COLLECTIONS

The Burke opened its award-winning, new facility in October 2019. The new Burke building, a \$106 million public/private partnership, was funded by the State of Washington, UW, King County, City of Seattle and the generous support of individual community members, foundations, and corporations. As part of the building's design, the Burke's curators and staff intentionally planned to demystify the research aspect of the museum by allowing patrons and visitors to see and gain access to diverse collections and specimens that would usually be hidden in storage areas. This innovative approach, which they call the "Inside-Out" model, is featured prominently in the stunning and spacious 113,000 sq. ft. building. Twelve visible, state-of-the-art labs, workshops, and an artists' studio serve students and researchers, and large educational spaces have allowed the Burke to potentially double the number of K-12 students they serve each year. Every single decision that was made to build the new facility was done with a focus on flexibility for the future. The Museum is now the Pacific Northwest's flagship museum of natural history and culture.

The Burke provides innovative, immersive exhibits that showcase the interconnectedness of the natural and cultural worlds. The Burke has five principal galleries on three floors: [Amazing Life](#) (Biology), [Culture is Living](#) (Contemporary Culture), [Fossils Uncovered](#) (Paleontology), [Northwest Native Art](#) (Contemporary Culture), and [Our Material World](#) (Archaeology). The Burke also utilizes its collection to enhance a range of programs including high-quality, hands-on K-12 [education](#), on-site learning ([field trips](#), [Girls in Science](#)), off-site learning ([Burke Boxes](#), [BurkeMobile](#), and [DIG Field School](#)), and a wide variety of virtual and in-person informal learning opportunities. The Burke's [collections](#) are an unparalleled global resource to advance new knowledge and understanding, and form the basis for a diverse array of research spanning cultural, biological, and palaeobiological themes. Scientists and researchers use the Burke's extensive collections for groundbreaking research and studies about the complex biodiversity of life on Earth and the cultural life of Indigenous peoples and communities. In addition, the Burke Museum is a vibrant campus resource with its accomplished curators and other academic staff contributing to undergraduate teaching, graduate student training, and active research and scholarship. The [Bill Holm Center](#) is a premier center for the study of Native arts of the Pacific Northwest. The public's reaction to the "Inside-Out" model has been overwhelmingly positive. In the five months the Burke was open (pre-pandemic), 84,000 visitors came through its door, a three-fold increase compared to the last year of their old building. As a non-academic unit of UW, the Burke's activities and programs are funded through diverse revenue sources with 65% from UW in-kind support, 11% through earned revenue, and 24% from philanthropic revenue, grants, and endowment.

LEADERSHIP BOARDS

As a public/private partnership, the Burke Museum works closely with two [leadership boards](#): the Burke Museum Association and the Native American Advisory Board. The Burke Museum Association (BMA), a separate 501(c)(3), acts as the fundraising arm for the institution. Led by a dedicated Board of Directors along with an Advisory Council, the BMA actively supports the museum by increasing public visibility,

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raising funds for programming and growth and strengthening ties to the Burke's diverse communities. The BMA played a pivotal role in the philanthropic success of the Burke Museum's transformative building campaign. In addition, the Burke Museum receives essential leadership and guidance from the Native American Advisory Board (NAAB). The NAAB provides advice and direction on many important areas including exhibits, collections, community outreach, repatriation, education, research, and collaborative relations with tribal and museum programs. Their membership focuses on Native American colleagues and stakeholders in the Northwest who are museum specialists, natural resource specialists, artists, experienced traditional knowledge keepers, and cultural heritage specialists.

EQUITY AND DECOLONIZATION

The Burke Museum's greatest strength is its diverse community—staff, partners, volunteers, students, and visitors who inspire and enrich its ongoing work in interpretation, preservation, research, and education. The Burke strives to offer a welcoming and accessible home for Washington State's collections of natural history and cultural heritage and for the people who care about them. As a key institutional priority, the Burke utilizes decolonizing principles to guide its operations and programs at every level. The Burke staff and volunteers commit to patient, attentive relationship-building with Indigenous communities and other historically unheard and marginalized groups that invites and values multiple histories, perspectives, traditions, and contributions. The Burke aspires to progress from collaboration to healing and ideally, to find joy, strength, and resiliency for the museum and for those they serve. The Burke's deep commitment to diversity, equity, access, and inclusion energizes their efforts in achieving its goals and pursuing its mission.

In 2019, the Burke Museum staff, NAAB, and BMA united to create a new three-year transformational strategic plan for the new Burke Museum, making a commitment to break down traditional museum barriers, inviting all to uncover the depth and breadth of their collections and experience the thrill of generating new knowledge that takes place at the Burke every day. This plan focused on examining everything the Burke staff does in their work, who they partner with, and how they can engage even more diverse regional, national, and global communities while transforming the relevance of their work and how they pursue it.

With the successful transition completed, in early 2021, after 15 years as the Burke Museum's Executive Director, Dr. Julie Stein announced her retirement after a long and fulfilling career as an active scientist and museum executive. Her bold vision and dedicated leadership have been instrumental in the successful completion of the decade-long effort to build the new Burke.

UNIVERSITY OF WASHINGTON

Founded in 1861, the University of Washington is consistently rated one of the world's top institutions of higher learning, ranked 8th of best global universities by U.S. News & World Report, and recently recognized by Reuters as one of the most innovative public universities in the world. With three



campuses in Seattle, Tacoma, and Bothell, UW offers over 635 degree options across 310 programs to nearly 60,000 undergraduate, graduate, and professional students annually. In 2019, the University received \$1.58 billion in total research awards, more than any other public university in the United States. UW has an annual budget of \$8.25 billion and employs more than 4,300 faculty and nearly 27,000 staff. The outstanding faculty includes seven Nobel Prize winners and 17 MacArthur Fellows, also known as “genius grant” recipients. Located just four miles north of downtown Seattle, the main campus offers stunning views of snow-capped Mount Rainier and the Olympic Mountains, as well as nearby Lake Washington.

CITY OF SEATTLE

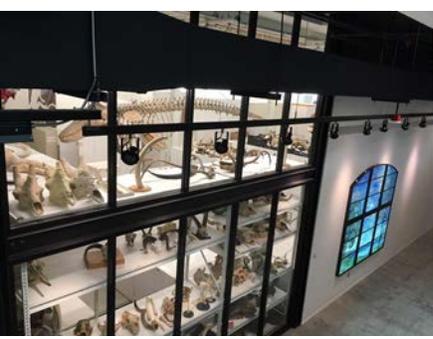
Consistently ranked as a best place to live in the United States, Seattle (population 753,675) is the largest city in the Pacific Northwest with one of the most spectacular and ecologically diverse regions in the United States. Blessed with clean air and water and surrounded by stunning mountains, lakes, rivers, and forests, it is a marvelous place to visit and to call home. Seattle is one of the nation’s fastest growing cities and enjoys robust job and housing markets. For working families in the Seattle area, opportunities abound. Some of the world’s top companies and institutions were started in Seattle and have major operations in the region, including Boeing, Microsoft, Amazon, Starbucks, Costco, and REI. A global technology hub, Seattle is also highly ranked as a “smarter city” based on its government policies and green economy.

Seattle has a mild climate year-round, with very little snow in the winter and comfortable temperatures in summer. Temperature extremes are tempered by the adjacent Lake Washington, Puget Sound, and the Pacific Ocean. Seattle does tend to rain a bit, of course, but the city’s average annual rainfall is less than that of Boston or New York. Seattle offers its residents the best of city and country living, including museums, an aquarium, a zoo, professional and college sports, a symphony, ballet, opera, repertory theater companies, and large annual film and music festivals. Fans of nature and outdoors will find excellent running, biking, hiking, camping, boating, and skiing in the city or nearby.

We invite you to learn more at: www.burkemuseum.org and www.washington.edu.

THE POSITION

The next Executive Director of the Burke Museum will have an exciting and rewarding opportunity to help build the Burke’s next phase of unprecedented growth and impact. Despite revenue loss during the pandemic, the Burke remains financially strong and debt-free, with its building currently open and attracting over 130,000 new visitors so far. The new Executive Director will start from a highly advantageous position, inheriting a financially diverse and stable budget, a recently forgiven \$3.1 million building construction loan from the College of Arts and Sciences, a “re-launched” state of the art new building and facilities, a passionate base of funders, donors, patrons, and volunteers, and a highly positive public perception fueled by the re-opening of new exhibits and attractions.



The Executive Director, a collaborative, transparent, and energetic museum executive, provides overall vision, leadership, and strategic direction for the Burke Museum as one of the nation's best academic natural history and culture museums. The Executive Director leads the Burke's dedicated mission to care for and share natural and cultural collections so all people can learn, be inspired, generate knowledge, feel joy, and heal. This position reports directly to the Dean of Arts and Sciences at the University of Washington and serves as an essential member of the Dean's executive leadership team. The Executive Director works closely with the Burke Museum Association on funding support and with the Native American Advisory Board on essential guidance and support on policy, programming, and advocacy. This leader is expected to build strong, beneficial relationships with the University of Washington and the State of Washington, including positive, productive engagements with UW university officials, state legislators, state public officials, and civic leaders.

The Executive Director leads a highly talented team of museum professionals and directly oversees nine positions: Associate Director of Research and Collections, Director of Education, Director of Interpretation, Director of Development, Director of Communications, Director of Finance and Operations, Registrar, Tribal Liaison, and an Executive Assistant. The Executive Director manages teams with the highest degree of professionalism and helps design and implement effective management and organizational structures and systems. The Executive Director oversees the management of a \$16 million operating budget, while constantly aligning the support of operations with the museum's core mission. Working closely with the Director of Finance and Operations, the Executive Director ensures the financial health and stability of the Burke through prudent financial management and oversight and diversifying the Burke's revenue and business model.

The advancement of diversity, equity, access, inclusion (DEAI) and decolonization is of the utmost importance to the Burke Museum and the University of Washington. The Executive Director must bring a deep, abiding commitment to inclusive practice and to decolonization in all engagements. The new Executive Director will continue playing a lead role in prioritizing a shared understanding of diversity, cultural equity, and decolonizing principles and deeply engaging all Native and cultural stakeholders to ensure that the Burke is a place of healing. The new Executive Director builds diverse, inclusive teams and ensures all programming and strategies promote the Burke's commitment to equity and inclusion. Most importantly, the Executive Director leads and champions staff-wide DEAI efforts, focusing on fully integrating the research, education, interpretation, and administration teams cohesively, and promotes inclusion at all levels of the organization, both internally and externally. Additionally, the Executive Director leads the Burke's commitment to help build a pipeline for future museum professionals, volunteers, and researchers to improve diverse representation.

The Executive Director ensures the Burke's strong commitment to excellence in research, collections, scholarship, and teaching. The Executive Director helps to broaden awareness of its academic excellence by fostering the recruitment and retention of its top-tier research and collections personnel and ensuring accessibility to a wide range of scholars, students, and communities both regionally and globally. The Executive Director works closely with the Associate Director of Research & Collections to



oversee the safekeeping and stewardship of the Burke's collections, including the recruitment of new curatorial and collection management positions. The Executive Director brings vigor and determination in amplifying the relevancy of the Burke as a globally-minded natural history and culture museum, keeping abreast of the latest trends and innovations in the museum field, and works continuously to refine the organizational strategy, approach, and programs for the museum. The Executive Director fosters relationships across the University of Washington and with the academic community, leading to cross-disciplinary collaborations that benefit the Burke and its stakeholder communities.

The Executive Director leads the Burke's efforts to break down traditional museum barriers, opening the museum to regional, national, and global audiences to experience the Burke's exciting and unique exhibits and programs. Public programs include K-12 education programs, on- and off-site learning, and a wide variety of informal learning opportunities. As leader of an active, ever-changing, relevant museum, the Executive Director ensures an exceptional visitor experience by encouraging continued on-site and digital connection for returning patrons. In addition, the Executive Director helps to expand its target audiences to a wider range of diverse communities, particularly families, young adults, and tourists, through strategic marketing, diverse programming and awareness building, and increases the number of learners and pre-K-through-graduate students, including those with specific physical, learning, language, or economic needs.

The Executive Director acts as the Burke's primary advocate, fundraiser, and ambassador. The Executive Director advocates for the museum to the Washington State legislature and other public bodies statewide and nationally. This leader maintains and establishes partnerships with potential individual donors, foundations, and government agencies and helps lead and guide the activities of the Burke Museum Association. Working closely with the Director of Development, the Executive Director builds positive, productive, and long-term relationships with a diverse range of funders, donors, and foundations and engages them in supporting the Burke through fundraising and advocacy. The Executive Director also oversees efforts to support future capital and endowment campaigns and strategic funding projects, including efforts to strengthen the Museum's overall digital communications and digital data and informatics system. As the lead ambassador and spokesperson for the Burke, the Executive Director excels at developing and implementing innovative strategies to further magnify the Burke's growing brand and reputation in the University District, Seattle, and in the greater Pacific Northwest.

MAJOR OBJECTIVES

Within the first 12 to 18 months, the Executive Director will achieve the following major objectives:

- Build strong, mutually beneficial relationships with the Dean, UW administrative and academic leadership, Burke staff and curators, educators, community partners, donors, board leaders, volunteers, and external stakeholders.
- Serve as a trusted senior advisor to the Dean and the UW administration on the Burke's strategic work and needs.



- Build, lead, mentor, and support a high-performing team, inspiring all with open, positive, and collaborative leadership.
- Assess and identify all gaps organization-wide and explore the potential for a more effective leadership structure to ensure stronger team integration.
- Plan, develop, and implement a comprehensive strategic revenue plan that increases earned and charitable funding, prioritizes the Burke’s strategic and institutional goals, and broadens the engagement of new high-capacity donors, prospects, and funders significantly.
- Serve as a passionate, stalwart champion for the Burke’s efforts to advance equity, inclusion, and decolonization.

QUALIFICATIONS

The ideal candidate will possess most of the following qualifications:

- A passionate, enthusiastic commitment to the mission and vision of the Burke Museum and a deep connection to nature, culture, research, collections-based science, and creative enterprises.
- A minimum of seven to ten years of demonstrated senior-level leadership experience in building successful educational, science-based, and/or cultural institutions, including experience with earned revenue, fundraising, public education, strategic planning, program design, board relations, marketing, and communications. Experience with a public or private research institution would be a strong advantage.
- Proven ability to successfully develop, inspire, mentor, and lead large, diverse teams in an open, collaborative, and team-oriented approach, with an unwavering commitment to the Burke’s and UW’s core values of promoting a diverse, inclusive, and equitable work environment.
- Strong cultural competence with a demonstrated commitment to decolonization and cultural equity, along with an ability to build successful relationships with Indigenous leaders and constituents from communities of color.
- A confident, proactive, goal-oriented, and data-informed executive leader with proven success in building productive, long-term relationships with senior university administrators, deans, faculty, staff, government officials, state legislators, civic leaders, boards, volunteers, and donors.
- Strong listening, communications, interpersonal, and motivational skills, including an exceptional ability to speak on scientific and cultural research with ease; skill in conveying the mission of the Burke to a wide variety of constituencies.
- A strong record in fundraising, particularly major gift, foundation, and corporate funding, either as a nonprofit executive or volunteer.
- Solid financial management skills with experience in budget analysis, forecasting, and planning.
- Ability to travel as necessary and attend program and fundraising activities as needed, including evenings and weekends.



- A bachelor's degree from an accredited university or college is required; an advanced degree would be an advantage, along with a formal education in science and culture.

APPLICATION

Employment at the Burke Museum is managed by the University of Washington (UW). UW has retained Campbell & Company to conduct this national search. UW offers a highly competitive salary and a wide range of benefits as part of a total compensation package. As an employee, you can choose from top medical and dental insurance programs; plan for your future with tax-deferred investing through the UW retirement options; enjoy generous vacation and sick leave policies; and protect yourself and your family with life and long-term disability insurance. For more information, explore the [UW Benefits](#) website. As an active player in Seattle's and the Pacific Northwest's vibrant natural history and cultural communities, the Burke Museum also offers a supportive and inclusive work environment. Relocation will be provided for the successful candidate.

The team for this project includes Dan Nevez, Senior Consultant, and Alexandra Catuara, Associate Consultant. To be considered for this opportunity, please send a letter of interest and resume to:

ALEXANDRA CATUARA

Associate Consultant, Executive Search
anc@campbellcompany.com
(312) 506-0060 direct

Committed to attracting and retaining a diverse staff, the University of Washington will honor your experiences, perspectives, and unique identity. Together, our community strives to create and maintain working and learning environments that are inclusive, equitable, and welcoming.



The University of Washington is a leader in [environmental stewardship & sustainability](#), and committed to becoming climate neutral.

[The University of Washington is an affirmative action and equal opportunity employer.](#) All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, gender expression, national origin, age, protected veteran or disabled status, or genetic information.

To request disability accommodation in the application, contact the Disability Services Office at 206-543-6450 or dso@uw.edu



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