



MANAGING DIRECTOR

MISSION

The Center for Italian Modern Art (CIMA) is a 501c3 public nonprofit exhibition and research center established in 2013 in New York City to promote public appreciation and advance the study of modern and contemporary Italian art in the United States and internationally.

ABOUT CIMA

CIMA was founded by Laura Mattioli as a cultural and scholarly resource to shine a spotlight on Italian masters whose work has been little recognized outside of Italy, and to support new scholarship and public dialogue. The establishment of this organization is a critical step in overcoming the range of cultural, academic, and political obstacles that for too long have prevented a broader awareness of the significance of twentieth-century Italian art. Ms. Mattioli is an art historian, curator, and collector, specializing in twentieth-century Italian art and has published, lectured, organized exhibitions of modern and contemporary art, and presented extensively in the subject. Since 1983, Mattioli has been the curator responsible for the collection of her father, Gianni Mattioli. Considered one of the most important aggregations of Italian avant-garde and modern art, the collection has, under this stewardship, loaned works to institutions throughout the world, including the Peggy Guggenheim Collection in Venice.

Each academic year CIMA presents its spacious loft in Soho, examining the work of modern Italian artists rarely exhibited in the U.S, or offering new perspectives on modern Italian artists who are better known. Selected by Mattioli and an Advisory Committee of internationally recognized experts in the field, these installations bring the art of inspiring masters into dialogue with other artists, illustrating its impact and resonance. The exhibitions serve as the theme for CIMA's fellowship program, which aims to promote new scholarship and dialogue in the field through the support of emerging young scholars from around the world.

CIMA awards four in-residence fellowships each year to support the study of Italian modern and contemporary art by scholars at the master's, doctoral, and post-doctoral levels. Open to scholars of all nationalities, the intention of the program is to bring together emerging scholars from diverse academic backgrounds to CIMA's interactive and collaborative environment. CIMA Fellows work on a study topic related to CIMA's annual installation, lead guided visits of the exhibition, and participate in CIMA's programming and other activities. CIMA also supports an annual Travel Fellowship to candidates residing outside of Italy who wish to study in Italy at the master's level or above. CIMA partners with the Civitella Ranieri Foundation's artist residency program and the Scuola Normale Superiore of Pisa, Italy.

CIMA is dedicated to providing intense visual encounters with works of art in an intimate non-institutional setting. It is open for public visits to its exhibition on Thursdays, Fridays, and Saturday. Tours are led by the Fellows in Residence, and there are open hours when visitors can enjoy the exhibition on their own. Throughout the season, CIMA holds special tours, events, conversations, and study days as part of its programming. CIMA has a small but robust membership program. Members are welcome on other days of the week by appointment to enjoy the space and exhibitions on their own, and they enjoy other members-only benefits, including privileged access to curator-led tours of current exhibitions and free admission to a CIMA's public programs and events. Twice a year, CIMA's fellows organize Study Days on themes related to the exhibition. Their papers are published in CIMA's online scholarly journal.

CIMA is governed by a Board of Directors that meets several times a year. CIMA has an annual budget of approximately \$1.2 million. There is a full-time staff of four, a part-time bookkeeper manages daily finances, and human resources functions are outsourced. Interns work at CIMA throughout the year. CIMA is a member of the Soho Arts Network and the Association of Research Institutes in Art History.

POSITION SUMMARY

Reporting to the President of the Board, and in close partnership with the President and through relationships forged with other cultural organizations, scholars and academic institutions, art patrons, government agencies, and others, the Managing Director will oversee the growth of CIMA's funding and the organization's aspirations to expand its presence in the city's fine art world specifically and the cultural community generally. The Managing Director will also manage CIMA's day-to-day activities and staff. Hiring/firing authority rests with the Founder. The Managing Director will oversee the Fellows in Residence and manage three direct reports: the Education and Programs Manager (who supervises the interns), the Membership and Communications Manager, and the Registrar and Exhibitions Manager.

BASIC FUNCTION

Working under the Founder's vision and leadership, the Managing Director will be the chief fundraiser for CIMA, ensuring that the organization is fiscally and administratively sound and that its operations, communications, programs, and partnerships are coordinated and support the mission, the policies of the Board, and the needs of the organization. Working in concert with staff, the Managing Director must have the flexibility to move comfortably between team and independent efforts, and between administrative and program and resource development work. The Managing Director will also be a warm and welcoming presence to visitors, at CIMA events and programs, and act as a representative of CIMA externally.

Realizing that the Managing Director must balance and manage internal and external organizational needs, the Managing Director will be an outstanding facilitator, collaborator, and communicator who can gain the trust and confidence of the Founder, staff, Board, Advisory Committee, members and visitors, partners (both existing and potential), funders, and other stakeholders. The Managing Director will have or will build the necessary credibility to convey CIMA's aspirations and activities.

FIRST YEAR PRIORITIES

- Get to know CIMA's history, mission, values and culture; understand its current organizational structure, programming, services, finances, and fundraising needs.
- Form strong working relationships with the Founder, staff, Board, Advisory Committee, members, and other stakeholders.
- Form strong relationships with established donors and start cultivating new funders.
- Help craft a development plan that includes fundraising goals for the coming year and beyond, as well as communications, public relations, and marketing.
- Identify prospective partners to expand CIMA's capacity, reach, and impact.
- Perform administrative and operational responsibilities to ensure a smoothly functioning organization.

ONGOING ROLES AND RESPONSIBILITIES

- Leadership – Manage the internal day-to-day operations, including the work and exhibition spaces, equipment, vendors, consultants, attorneys, auditors and other professional service providers; office policies and procedures; budgets and financial controls; any strategic planning; visa coordination for visiting Fellows. Keep up-to-date on current thinking and new developments in the New York City cultural world in general and the fine art world specifically, as well as in philanthropy. Act as a thought leader for the Founder and Board by helping them identify emerging trends, projects, and communities in the local and national cultural arenas as they relate to CIMA's mission. Identify opportunities to collaborate with others and, at the direction of the Founder, represent CIMA in forging collaborative efforts. Be comfortable introducing CIMA to the public and being a “face of CIMA” with current and new funders, as well as at art events around the city, including with CIMA partners such as the Italian Consulate, the IIC, NYU's Casa Italiana and the like.
- Resource Development – Under the direction of the Board and for their approval, the highest priority for the Managing Director is to work with the Board of Directors to craft a development plan for the next three years in conjunction with budget planning. Think creatively about ways to distinguish CIMA's funding opportunities from others in the cultural arena. Identify prospective funders, especially from the arts patron and cultural communities, that will provide a diversity of funding streams: individual, foundation, corporate, and in-kind.
- Relationship-Building – Working with the Membership and Communications Manager, develop an outreach strategy to further expand the membership, raise levels of member giving, and increase audiences for CIMA exhibits and programs; create and facilitate new partnerships with cultural and educational institutions to expand the range of institutional support and resources.
- Communications, Public Relations, Marketing, and Engagement with the Field – Work with CIMA's public relations team to develop a critical and public network, and assure that exhibitions and programs are reviewed in the specialized visual arts media in print, online, and on social media. Keep the CIMA website updated; develop and assist in external organizational communications such as the online Journal, public presentations, and

articles and social media as appropriate. Oversee and implement CIMA's social media presence, including establishing policies and other guidelines to coordinate with organizational communications and marketing goals. Represent CIMA at meetings and other fora and generally promote CIMA's mission and work.

- Program – Work closely with the Education and Programs Manager to identify ways to support and expand current programming. Attend all CIMA events, including special tours and evening programs.
- Board Relations – Establish a strong working partnership with the Board of Directors, supporting the Founder in her efforts to bring forth their support and best ideas. Suggest board development opportunities and assist the board in its growth.
- Human Resources – Get to know the staff and their capabilities in order to gain their confidence. Be a team manager and team player who can give independence and coaching as appropriate.

REQUIREMENTS

The Managing Director will have or be:

- Deep experience with and very comfortable in both the American and Italian cultures. Exceptional oral Italian language skills.
- An understanding of the New York City and international fine art worlds.
- A talented fundraiser well-versed in the issues important to the arts patronage and philanthropic worlds.
- Proven track record of successful fundraising with foundations, corporations, and individuals, especially in the fine art community.
- Several years of proven managerial, problem-solving and creative thinking skills as a mid- or institution with a hands-on board.
- Experience developing and managing budgets.
- Experience working with a board of directors.
- Understanding of the New York State Revitalization Act and other guidelines to ensure organizational compliance.
- An individual with passion that can be used to support and promote the mission of CIMA.
- An outgoing person with outstanding interpersonal skills and significant relationship-building experience. Exceptional communications skills, in writing and orally, both formally and extemporaneously to a range of audiences, including the media, donors, and members. An outstanding and diplomatic partner who can gain the trust and confidence of others.
- Superior organizational skills and the flexibility to move easily between competing priorities.
- Desire to work in an informal but outcomes-driven workplace with high degrees of collaboration, communication, and trust.
- Willingness to “roll up the sleeves” to do whatever is necessary to ensure the success of the organization.
- An individual with the highest levels of integrity, honesty, and sophistication.

- A strategic thinker with the skill to operationalize the ideas of the Founder, Board, and Advisory Committee.
- Occasional travel both domestically and internationally required.
- A humble individual with excellent listening skills and a high level of emotional intelligence.

CIMA is an equal opportunity employer.

Résumé and cover letter or nominations should be sent in the strictest confidence to:

G. Angela Henry

Executive Search Consultant

MD4CIMA@gmail.com