Executive Director
Kansas Historical Society

The Kansas State Historical Society, Inc., a private not-for-profit corporation commonly known as the Kansas Historical Foundation, seeks qualified individuals for the Executive Director of the Kansas State Historical Society, a governmental agency. The Foundation is required by State statute to submit three names to the Kansas Governor whose choice is then confirmed by the Kansas Senate.

Kansas statutes require that the Executive Director of the Society be 1) educated or trained in the field of history, historic preservation, education, museum administration, or a related field; 2) have experience in one or more of those fields; and 3) demonstrate executive and administrative ability to discharge the duties of the office of Executive Director of the Society. A competitive salary is fixed by the Governor.

A successful nominee is able to show leadership qualities to:

- Promote enthusiastically Kansas history and the mission of the agency;
- Communicate effectively verbally and in writing;
- Follow the Governor’s direction, and work effectively with the Kansas Legislature;
- Work closely with the Foundation to assure financial stability, stimulate the public’s and Foundation donor’s interest in Kansas history, and attract private funding;
- Supervise and organize the employees of the agency, currently 98 employees and its volunteers;
- Obtain legislative, federal, and grant funding, and prepare, and responsibly manage the operating budget of the agency;
- Serve as the State’s Historic Preservation Officer;
- Innovate strategies to further the mission of the agency;
- Manage and protect the historic properties of the State, including its artifacts and historic sites;
- Educate Kansas children and adults about Kansas history;
- Retain and continue to educate his or herself about history, historic preservation, education, museum administration, and related fields and apply best practices necessary to the Society’s mission;
- Exhibit an attitude of inclusivity of cultures and peoples; and
- Assure that he or she is or will become familiar with all applicable Kansas and federal laws including historical registration and designation requirements; governmental records and meeting openness; State employment; and the fiscal responsibilities of government agencies.

Individuals interested in nomination by the Foundation should send a curriculum vitae, three references with contact information, and a cover letter via email to Derenda J. Mitchell, CEO and Executive Director of the Kansas Historical Foundation at:
dmitchell@kshistory.org

The cover letter must address the person’s qualifications as they relate to the Kansas statute. Questions may be directed to Derenda J. Mitchell at 785 272-8681, ext. 201.