

**Chief Executive Officer
Executive Director**

***By Western Hands*
Cody, Wyoming**

Executive Summary

By Western Hands is a non-profit organization that celebrates the legacy of American western design and sustains the creation of decorative and functional art by promoting America's best western artisans, educating the craftsmen of the future, and preserving iconic designs for future generations.

Based in Cody, Wyoming, one of America's best small historic towns located near Yellowstone National Park, *By Western Hands* is seeking a Chief Executive Officer and Executive Director.

The primary objectives of the organization are to educate and train the next generation of western artisans; build a sustainable, recognizable brand; conserve and celebrate American western history; and educate, promote and preserve western design and functional art.

This association of craftsmen is in the process of moving into a newly renovated facility, located in downtown Cody, which will permanently host an educational and training center, a sales showroom, and a curated artisan gallery and museum. The integrated sales operation will provide primary financial support for the organization's vision. *By Western Hands* has earned broad community support.

By Western Hands provides a national and international platform to educate patrons, sustain the art and raise the awareness of our iconic American western arts and artists.

Position Summary

The CEO/Executive Director should possess the following:

- strong entrepreneurial and communicational skills;
- passion for American western arts;
- highly creative within a business model requiring a broad range of business management and leadership, computer, marketing and merchandizing skills;
- self-starter, critical thinker and visionary;
- dependable, accountable, trustworthy and follows through to complete tasks, develops strong, long-lasting relationships;
- personal values include respect for all stakeholders, lives by Cowboy Ethics and values diversity.

The CEO/ED reports to a volunteer Board of Directors and is responsible for strategically governing and sustaining operational responsibility for staff, educational outreach programs, membership expansion, and the execution of the mission, advancement and strategic goals. The first and second year of operations will be building on the organization's 35-year history and will be fast-paced and challenging.

This leader will set the tone and vision for the organization in consultation with the Board, manage and oversee supplemental fundraising, strategic planning, artisan-member recruitment and relations, develop patron and business membership, institutional advancement, sales and marketing. The CEO/ED identifies and works in cooperation with volunteer committees; manages events, volunteers and staff; and serves as the organization's signatory.

Education, Work Experience & Requirements

A degree in arts, business, marketing or management is preferable. Work experience in successfully building and managing an organization is an advantage. Professional and personal references will be requested.

Salary & Benefits

By Western Hands offers a competitive salary and benefits package, commensurate with experience and a proven track record, including health insurance and paid vacation and holiday benefits.

Availability

The position is currently occupied by an interim director and engagement should begin no later than January 1, 2019 – sooner if possible. Operationally, budgets and plans are established on the calendar year.

Contact

Applicants may submit a resume of experience and qualifications for consideration to:

ceo-ed@bywesternhands.org

Further information and communication to follow.