

**Combined Position Opening for  
Director, Stafford Air & Space Museum  
Executive Director of the Stafford Museum Foundation**

The Stafford Air & Space Museum in Weatherford, Oklahoma is a modern, Smithsonian Affiliated, state-of-the-art museum specifically focused on the history and evolution of aviation and space flight history and science, underlined with the career of fabled U.S. test pilot, astronaut, and father of stealth technology, Lt. General Thomas P. Stafford. The museum is a dynamic, fast growing, stably-funded operation, and is already one of only three air & space museums in the U.S. to receive TripAdvisor and Google's coveted "Five-Star" rating. The facility has quickly grown into the largest air & space museum in the central U.S. by size, with more than 63,000 sq.ft. under roof. In early 2024, fully funded work will begin on a new 12,000 sq.ft. expansion, bringing the museum's interior size to over 75,000 sq.feet!

**The museum is looking for an experienced, hands-on, and motivated museum professional who can continue to evolve the facility to its full potential.** Located just off Interstate 40/Route 66, with more than 30 million people a year driving by its entrance road, the museum has unlimited potential for growth with its strong vision and stable funding.

**OPERATIONS & FUNDING:** The museum is owned and operated by the City of Weatherford, Oklahoma, recognized as one of the "fastest growing small communities in the United States". The City underwrites all operations, such as utilities, building maintenance, insurance, marketing, salaries and benefits, etc.

All new development, such as building expansions, exhibit development, artifact acquisitions, etc. are funded by the museum's 501-c-3 non-profit Foundation. The Foundation is the fund-raising arm totally dedicated to the growth and expansion of the Stafford Museum. Its funding comes from an endowed funds, grants, memberships, and donors. In the last six years, the Foundation has raised nearly \$10 million for museum expansion, renovations, and new exhibits.

The Director of the Stafford Museum serves as both a Department Head for the City, as well as the Executive Director of the Foundation. As a City employee, the Director reports directly to the City Mayor who serves in place of a City Manager. For the Foundation, the Director reports directly to a separate, and active 10-member Board of Directors. This is a highly synergistic relationship between the City and the Foundation that has been highly productive as both are committed to working toward the common goal of developing a nationally important air & space museum and educational center.

**RESPONSIBILITIES:** The MUSEUM DIRECTOR has the responsibility for all museum operations, programming, public relations, and development, with both City and Foundation operations sharing equal priority.

**QUALIFICATIONS:**

- At least 5 years' professional nonprofit experience, with a clear record of achievement in a complex, mission-driven organization, with a minimum of 2 years in a supervisory capacity;
- Must have a solid working knowledge and understanding of aviation and space exploration history;

- An understanding of all areas of a museum operation, with special emphasis on exhibit design and development;
- Must demonstrate a track record of strong management skills, and the ability to inspire, lead, and motivate a talented staff team, and maintain an inclusive and respectful work environment.
- Good computer skills in generally used software (Word, Excel, PowerPoint, etc.), with CAD skills for exhibit design a real plus.
- Degree from an accredited university or college preferred, or a demonstrated long-term hands-on experience in museum operations and leadership is required.

**SALARY & BENEFITS:**

\$90,000, but negotiable based on experience;

Includes great benefit package, including paid health and life insurance, emergency medical helicopter subscription, pension, and an outstanding retirement plan.

**APPLICATION:**

Anyone interested in this position, please send your resume and letter of application to:

Stafford Air & Space Museum

Attention: Museum Search Committee

3000 Logan Road

Weatherford, OK 73096

Or you can apply online at <https://cityofweatherford.com/available-positions/>

For more information about the museum, go to <https://www.staffordmuseum.org/>