The House of the Seven Gables in Salem, Mass. is comprised of seven historic structures and colonial revival gardens. In 1668, merchant and ship-owner John Turner built a house on Salem Harbor that was destined to become one of America’s most beloved historic homes. In 1910, Salem Philanthropist Caroline Emmerton restored the house and opened it to the public as a museum, using proceeds from ticket sales specifically to fund settlement work that benefited immigrant families. Over a century later, The House of the Seven Gables Settlement Association is dedicated to continuing Emmerton’s preservation, community enrichment and educational efforts.

Designated a National Historic Landmark District in 2007, The House of the Seven Gables is best known today as the setting of world-renowned American author Nathaniel Hawthorne’s 1851 novel. Professional staff welcome over 100,000 visitors annually for a remarkable journey that explores Salem’s robust maritime history, the site’s architectural gems and the literary legacy of Nathaniel Hawthorne.

The Executive Director is responsible for the leadership and management of the organization including strategic direction, finances, fundraising, programs, staff, partnerships and external relations and reports to the Board of Trustees. The skills and qualities we seek in the Executive Director of The Gables include:

**Executive Leadership** – The Executive Director will have the skills and competencies to provide oversight for the operational and financial management of a multi-faceted organization.

**Vision** – The House of Seven Gables seeks a leader who can work with the Board of Trustees, the staff and external stakeholders to develop a clear vision for the future of the organization. That vision will incorporate both the historical significance of The House of the Seven Gables and a commitment to social service and justice that is central to the Gables’ 110-year history as a settlement house.

**Financial Management** – The Executive Director will have the financial expertise to effectively manage the organization’s budget, properly allocate its resources and forecast trends and changes.

**Fundraising** – The Executive Director will have extensive experience working to build and cultivate a network of relationships and will show evidence of successful fundraising leadership.
Museum Oversight – The Executive Director will oversee staff to ensure a quality visitor experience. Under the leadership of the Executive Director, the Gables will increase revenues by generating additional admissions and memberships as well as store and special event revenues.

Team Building and Mentoring – The Executive Director will cultivate, develop and inspire a cohesive, high-performing team of staff and volunteers who embody the organizational values of collaboration, trust and respect for one another.

Communication – The Executive Director will be a persuasive and charismatic communicator who will serve as the key spokesperson for The Gables and can lead others, including staff, board members, donors, elected officials, corporate executives and others in actions that support the mission of The House of the Seven Gables.

Building Relationships – The Executive Director will understand the importance of building on The Gables’ unique position to proactively increase the visibility and reputation of the organization.

CREDENTIALS
- Bachelor’s degree is required. A Master’s degree in a related field is preferred.
- Minimum of seven years of successful management experience.
- Strong financial expertise in managing an organization’s budget and allocation of resources with the ability to forecast trends and changes.
- Demonstrated success in fundraising.
- Experience in working with a nonprofit Board of Directors.
- Passion for historical museums and their preservation, commitment to the value of The Gables’ settlement house programs, and a commitment to the diverse population it serves is desired.

The House of the Seven Gables is an equal opportunity employer and welcomes a diverse pool of candidates.

To apply, please send a current resume and letter of introduction to Kittleman & Associates, LLC to https://bit.ly/3KYbAqX (click on the Apply button at the bottom of the page).

For more information about The House of the Seven Gables, please visit https://7gables.org/.