Search for the Executive Director of the Mathematical Association of America

Position
The Executive Committee of the Mathematical Association of America seeks candidates for the position of Executive Director to succeed Dr. Tina Straley, who will retire in December 2011 after twelve years of outstanding service. This position offers the appropriate candidate the opportunity to have a strong influence on all activities of the Association, as well as the responsibility of overseeing a large, complex, and diverse operation. The desired starting date is January 1, 2012.

Duties and terms of appointment
The Mathematical Association of America is the largest professional society that focuses on mathematics accessible at the undergraduate level. The approximately 20,000 members include university, college, and high school teachers; graduate and undergraduate students; pure and applied mathematicians; computer scientists; statisticians; and many others in academia, government, business, and industry. Through its active program of publications, meetings, and conferences, the Association provides expository mathematics, professional development programs for faculty, and resources for teaching and learning. Its programs include the American Mathematics Competitions (AMC), the Putnam Examination, and Project NExT. The Association has its headquarters in Washington, DC. The AMC office is located in Lincoln, Nebraska.

The economic condition of the Association is healthy with an annual operating budget of approximately $8 million, There is a staff of just over 40 people in the two offices.

The Executive Director is a full-time employee of the Association with administrative responsibility for the Association, is in charge of the facilities and staff of the Association, carries out such other duties as may be assigned by the Board, and is empowered to employ persons to discharge these duties. The directors of the various divisions report directly to the Executive Director. Besides these management duties, the Executive Director, together with the officers, provides leadership to the Association in furthering its mission to advance the mathematical sciences, especially at the collegiate level. The Executive Director, together with the President, represents the Association to outside groups and individuals.

The Executive Director serves at the pleasure of the Board. The terms of appointment, salary, and benefits will be consistent with the nature and responsibilities of the position and will be determined by mutual agreement between the Executive Committee and the prospective appointee.

Qualifications
A candidate for the office of Executive Director should be a mathematician with significant administrative experience. The position calls for interaction with the staff, membership, and patrons of the Association as well as leaders of other scientific societies. Leadership, communication skills, and diplomacy are prime requisites.

Applications
A search committee chaired by Ron Graham <graham@ucsd.edu> has been formed to seek and review applications. All communication with the committee will be held in confidence. Suggestions of suitable candidates are most welcome. Applicants should submit a CV, letter of interest, and an explanation of how their qualifications and experience will contribute to support the mission and build the future of the MAA. For full consideration, these should be sent by April 1, 2011, to:

Executive Director Search Committee
C/o Julie Forster, Office of the MAA Secretary
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