

Search for an Executive Director for the American Mathematical Society



Position

The Trustees of the American Mathematical Society seek candidates for the position of Executive Director of the Society to replace Dr. Donald McClure, who plans to retire in the summer of 2016. This position offers the appropriate candidate the opportunity to have a strong positive influence on all activities of the Society, as well as the responsibility of overseeing a large, complex, and diverse spectrum of people, publications, and budgets. The desired starting date is July 1, 2016.

Duties and terms of appointment

The American Mathematical Society, with headquarters in Providence, RI, is the oldest scientific organization of mathematicians in the U.S. The Society's activities are mainly directed toward the promotion and dissemination of mathematical research and scholarship, broadly defined; the improvement of mathematical education at all levels; increasing the appreciation and awareness by the general public of the role of mathematics in our society; and advancing the professional status of mathematicians. These aims are pursued mainly through an active program of publications, meetings, and conferences. The Society is a major publisher of mathematical books and journals, including MathSciNet, an organizer of numerous meetings and conferences each year, and a leading provider of electronic information in the mathematical sciences. The Society maintains a Washington office for purposes of advocacy and to improve interaction with federal agencies.

The Executive Director is the principal executive officer of the Society and is responsible for the execution and administration of the policies of the Society as approved by the Board of Trustees and by the Council. The Executive Director is a full-time employee of the Society appointed by the Trustees and is responsible for the operation of the Society's offices in Providence and Pawtucket, RI; Ann Arbor, MI; and Washington, DC. The Executive Director is an ex-officio member of the policy committees of the Society and is often called upon to represent the Society in its dealings with other scientific and scholarly bodies.

The Society employs a staff of about 200 in the four offices. The directors of the various divisions report directly to the Executive Director. A major part of the Society's budget is related to publications. Almost all operations (including the printing) of the publications program are done in-house. Information about the operations and finances of the Society can be found in its Annual Reports, available at www.ams.org/annual-reports.

The Executive Director serves at the pleasure of the Trustees. 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 Trustees and the prospective appointee.

Qualifications

Candidates for the office of Executive Director should have a Ph.D. (or equivalent) in mathematics, published research beyond the Ph.D., and significant administrative experience. The position calls for interaction with the staff, membership, and patrons of the Society as well as leaders of other scientific societies and publishing houses; thus leadership, communication skills, and diplomacy are prime requisites.

Applications

A search committee chaired by Robert Bryant (bryant@math.duke.edu) and Ruth Charney (charney@brandeis.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 can submit a CV and letter of interest to:

Executive Director Search Committee
c/o Carla D. Savage
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