

POSITION AVAILABLE

Executive Director

AMERICAN MATHEMATICAL SOCIETY

POSITION

The Trustees of the American Mathematical Society invite applications for the position of Executive Director of the Society. The Executive Director has the opportunity to strongly influence all activities of the Society, as well as the responsibility of overseeing a large and diverse spectrum of people, programs, and publications. **The desired starting date is February 1, 2024.**

DUTIES AND TERMS OF APPOINTMENT

The American Mathematical Society, founded in 1888 to further the interests of mathematical research and scholarship, serves the national and international community through its publications, meetings, advocacy, and other programs. The AMS promotes mathematical research and its communication and uses; encourages and promotes the transmission of mathematical understanding and skills; supports mathematical education at all levels; advances the status of the profession of mathematics, encouraging and facilitating the full participation of all individuals; and fosters an awareness and appreciation of mathematics and its connections to other disciplines and everyday life.

These aims are pursued mainly through an active portfolio of programs, publications, meetings, conferences, and advocacy. The Society is a major publisher of mathematical books and journals, including MathSciNet®, an organizer of numerous meetings and conferences each year, and a sponsor of grants and training programs. The Society's headquarters are located in Providence, Rhode Island, and the Executive Director is based there. The society also maintains a print shop in Pawtucket, Rhode Island; an office in Washington, DC, that houses the Office of Government Relations and the Office of Equity, Diversity, and Inclusion; and an office in Ann Arbor, Michigan, that publishes MathSciNet.

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 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 attends meetings of the Board of Trustees, the Council, and the Executive Committee, is an ex-officio (nonvoting) 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 over 200 in the four offices. The directors of the various divisions report directly to the Executive Director. 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 is appointed by and 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.

DESIRED QUALIFICATIONS

The successful candidate must be a leader, and we seek candidates who additionally have as many as possible of the following:

- A doctoral degree (or equivalent) in mathematics or a closely related field.
- Substantial experience and demonstrated visibility as a professional mathematician in academic, industrial, or governmental employment, with success in obtaining and administering grants.
- Extensive knowledge of the Society, the mathematics profession, and related disciplines and organizations, with a thorough understanding of the mission that guides the Society.
- Excellent communication skills, both written and oral, and an enthusiasm for public outreach.
- Demonstrated sustained commitment to diverse, inclusive, and equitable organizational environments and substantial experience in advancing equity, diversity, and inclusion priorities in the mathematical community.
- Demonstrated leadership ability supported by strong organizational and managerial skills.
- Familiarity with the mathematical community and its needs, and an ability to work effectively with mathematicians and nonmathematicians.
- Strong interest in engaging in fundraising and enjoyment of social interactions.

APPLICATIONS PROCESS

A search committee co-chaired by **Joseph Silverman** (joseph_silverman@brown.edu) and **Bryna Kra** (kra@math.northwestern.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 and a letter of interest on MathJobs. The letter should be at most four pages, explaining your interest in being the Executive Director of the AMS and why you consider yourself to be a compelling candidate. The majority of the letter should discuss your major accomplishments and experiences that illustrate your leadership philosophy and address the desired qualifications for the position. **Applications received by September 15, 2023 will receive full consideration.**



The AMS supports equality of opportunity and treatment for all participants, regardless of gender, gender identity or expression, race, color, national or ethnic origin, religion or religious belief, age, marital status, sexual orientation, disabilities, veteran status, or immigration status.