

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. John Ewing, who plans to retire in January 2009 after 13 years of exemplary service. 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 as soon as possible in 2009.

Duties and terms of appointment

The American Mathematical Society is the oldest scientific organization of mathematicians in the U.S. The Society's activities are mainly directed towards 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 *Mathematical Reviews*; organizer of numerous meetings and conferences each year; and is a leading provider of electronic information in the mathematical sciences. The Society maintains its Washington office 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 economic condition of the Society is robust with an annual budget exceeding \$20 million. The major part of the budget is related to publications. Almost all operations (including the printing) of the publications program are done in-house by the Society. There is a staff of about 200 in the four offices. The directors of the various divisions report directly to the Executive Director.

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.

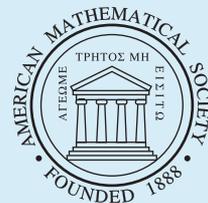
Qualifications

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 John B Conway (conway@gwu.edu) and Eric M Friedlander (eric@math.northwestern.edu or efriedla@usc.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, letter of interest, and an additional statement to:

Executive Director Search Committee
c/o Sandy Golden
Office of the AMS Secretary
312D Ayres Hall, Department of Mathematics
University of Tennessee
Knoxville, TN 37996-1330
golden@math.utk.edu



The additional statement should outline the candidate's perspective on the aims and goals of the AMS, should set forth the role he/she might play in achieving these goals, and should describe her/his experiences and skills relevant to the position of Executive Director. For full consideration application materials should be received by October 15, 2008.

The American Mathematical Society is an Equal Employment Opportunity - Affirmative Action Employer.