



## **The German Village Society**

**588 S. Third St**

**Columbus, OH 43215**

## **Executive Director**

The German Village Society in Columbus, OH, is seeking a dynamic, strategic, and highly motivated Executive Director.

German Village Society (Society) is a 501(c)3 non-profit organization created in 1960 to preserve historic German Village, now the nation's largest, privately funded historic district registered with the National Trust for Historic Preservation. The Executive Director will work directly with an engaged Board of Trustees, its Executive Committee and committee chairs as well as interact regularly with society membership, other stakeholders, and the broader community. The Executive Director will provide proactive day-to-day operational leadership to three full-time staff members and serve as the vital public face of the organization with the Columbus business community, city government, and other civic organizations in the community.

## **Our History**

German Village is located on the southside of Columbus, OH, one of the fastest growing cities in the United States. German Village is one of the oldest neighborhoods in the city, originally settled in the 1860's by German immigrants. A century later, the once vibrant neighborhood of sturdy brick buildings and historic brick streets faced the wrecking ball. One visionary man, Frank Fetch, saw the potential of the unique neighborhood and purchased a house in the

blighted area. Soon he was joined by other dedicated preservationists who were committed to restoring the neighborhood.

Thanks to the efforts of The German Village Society and scores of committed volunteers, today German Village is a vibrant 233-acre urban neighborhood of tree-lined streets, wrought iron fences, quaint brick homes and commercial buildings, churches, schools, and parks. People of all ages, backgrounds, income, and lifestyles call German Village home.

Looking to the future, The German Village Society remains committed as ever to serving as the “Caretaker of a Legacy.” As Columbus continues to grow and new residents settle in old and new neighborhoods across the area, German Village remains a destination of choice for residents and visitors to the city. The new Executive Director will lead us at a critical and exciting time for our organization where we will work productively alongside many other urban neighborhoods and coexist effectively with the interests of real estate development nearby.

Supported by its membership, local business establishments, hundreds of volunteers, Columbus corporations and philanthropic organizations, The German Village Society will strive to retain the character and distinctiveness of the past while creating a thriving 21<sup>st</sup> century community.

### **Our Ideal Candidate**

We are seeking an experienced, engaging and collaborative Executive Director who is an excellent communicator and passionate advocate for the preservation of urban neighborhoods and the importance of grass roots community organizations.

Key responsibilities include:

- Work closely with the Board of Trustees and committees to assure effective coordination of policy and day-to-day operations.

- Lead continuous membership development and community engagement in the German Village Society.
- Provide strategic fund-raising leadership, responsible for individual, corporate, foundation and government development.
- Guide staff supporting historic preservation initiatives, community events, fund raising activities, and membership growth and retention.
- Represent The German Village Society in Columbus, serving as key spokesperson with the German Village Commission, City Council, the State House, Columbus Landmarks Association, neighboring civic associations and other important state and regional entities.

**Essential Skills and Abilities:**

- Strong organizational and leadership skills.
- Ability to manage multiple projects and shifting priorities. A self-starter.
- Outgoing, friendly nature to help engage and inspire broad audiences.
- Excellent interpersonal, written, and oral communications.
- Proven ability to fund raise.
- Experience working effectively with a Board of Trustees on organizational priorities as well as developing and implementing strategy.
- 7+ years of management and leadership experience, preferably in a not-for-profit organization, is desired.
- Bachelor's degree in relevant discipline (i.e. history, management, communications) and familiarity with historic preservation or nonprofit management.

**Benefits of Employment:**

The Executive Director position is a full-time, non-exempt position with health benefits including vision and dental as well as 401K.

Staff enjoy 13 paid holidays, paid time off from December 25 to January 2 and two weeks paid vacation during the first year of employment. The Executive Director will be entitled to 200 hours of paid time off per 12 months of employment.

**Application process:**

Please submit your resume, cover letter and three references, who will not be contacted until you are a finalist, to:

[admin@germanvillage.com](mailto:admin@germanvillage.com)

Deadline for applications is September 30, 2022. Interviews will be conducted until October 20, 2022. The new Executive Director will begin their job January 2, 2023.

**Equal Employment Opportunity**

The German Village Society is an equal employment employer in compliance with applicable federal and state laws. We are committed to the concept of equal employment and advancement opportunities for employees and applicants.

It is the policy of the German Village Society not to discriminate against any employee or applicant for employment because of age, race, religion, color, disability, sex, sexual orientation, creed, national origin, Vietnam-era veteran status or special disabled veteran status or other protected veteran status (hereinafter referenced as “covered veterans”) or genetic information.