



EXECUTIVE POSITION PROFILE

ORGANIZATION

The Bakken Museum

POSITION

President & Chief Executive Officer

APPLICATION DEADLINE

Applications will be accepted until October 14, 2024 with review of candidates beginning immediately.

We encourage and appreciate early applications.

COMPENSATION

\$135,000 - \$160,000

WORK SCHEDULE

Work is primarily on site. Monday-Friday schedule with some weekends and evenings necessary. There is also a scheduled work from home day (Mondays).

BRIEF

Ballinger | Leafblad is pleased to conduct this search for The Bakken Museum, in Minneapolis, Minnesota

CONTACT

Send cover letter and resume to:

Damon Shoholm, MA, damon@ballingerleafblad.com

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www.ballingerleafblad.com



ORGANIZATIONAL OVERVIEW

The Bakken Museum is a one-of-a-kind museum with a focus on innovation and the intersection of STEM and the humanities. The museum encourages curiosity while celebrating and encouraging innovation through our exhibitions, events, and on and off-site education programs. Our purpose is to *awaken the innovator inside each of us*.

Since 1975, The Bakken Museum has been committed to nurturing a passion for science in visitors from around the world. Located on Bde Maka Ska (formerly Lake Calhoun) in Minneapolis, the museum maintains a world class artifact collection, dynamic exhibit experiences, and industry-leading education programs - both onsite and across the region.

A historic mansion, unique collections, medicinal gardens, dynamic exhibits, and rich education experiences: The Bakken Museum truly has something everyone can enjoy.

Learn more at <https://thebakken.org/>

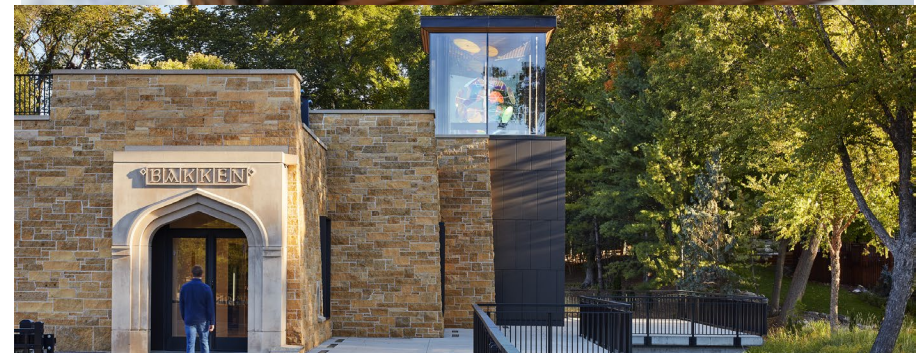
MISSION

THE BAKKEN MUSEUM INSPIRES A PASSION FOR INNOVATION BY EXPLORING THE POTENTIAL FOR SCIENCE, TECHNOLOGY AND THE HUMANITIES TO MAKE THE WORLD A BETTER PLACE.

PURPOSE

TO AWAKEN THE INNOVATOR INSIDE EACH OF US.

Position Profile | President & CEO, The Bakken Museum



HISTORY

The Bakken Museum is named for its founder, Earl Bakken. Earl Bakken spent his early years building and taking apart electronic devices. As a child, Earl saw the 1931 film, *Frankenstein*. The use of electricity to create life in the movie inspired him to pursue a degree in electrical engineering from the University of Minnesota. He went on to co-found Medtronic, one of the world's largest medical device companies. In 1957, following an electrical blackout on Halloween night, Earl built the first external, wearable battery-powered pacemaker.

Earl began collecting artifacts and literature for others to learn from in Medtronic's headquarters. In 1975, The Bakken Museum was officially created as an independent 501(c)(3) nonprofit, and the collection moved to its current home in Minneapolis. In the early years, the organization's primary mission was to become an international research center focusing on "Electricity in Life." The rare book and instrument collection attracted researchers from around the world.

New construction in 1998 added exhibit spaces, classrooms, a catering kitchen, and a climate-controlled artifact vault. In 2017, The Bakken Museum adopted a new mission statement and brand, shifting the focus from electricity and history to innovation and inspiration. In 2020, the museum completed its first major renovation in 20 years, introducing a new permanent exhibit, increasing visitor amenities, and modernizing the education areas.



CULTURE

Staff at the Bakken Museum describe their workplace as unique and special, due, in large part, to the "passion forward" team that is collaborative and committed to the mission.

They use words such as "nimble," "creative" and "flexible" to describe the work culture. There is a feeling of positivity and enthusiasm and an openness to learning and change.

The investment in building and nurturing culture is ongoing and remains a core commitment of the Bakken.

ORGANIZATIONAL VALUES

Creativity We believe that everyone has the ability to use their creativity to help make the world a better place. We aim to foster that creativity in each other and our audiences.

Curiosity We are always learning, growing, and asking questions. This curiosity is the lens through which we approach learning and making connections in unexpected ways.

Uniqueness We take pride in the ways we can be surprising or different from what might be expected. We encourage our staff and audiences to bring their full selves and embrace the strengths and connections in our differences.

Adaptability We acknowledge that change is constant and that we are made stronger by our ability to accept and understand change. We improvise with empathy and purpose, using change as an asset to adapt, grow, and develop in new ways that support the needs of our audiences and each other.

Collaboration We work to leverage our collective genius in service of our mission. We listen to each other, support one another, work to better understand each other, and as a result, grow and evolve together.

Equity We will strive to be a place where everyone is welcome, represented, and valued and will work to correct the structural imbalances which prevent that goal.

VISION

WE WILL BUILD A COMMUNITY AT THE INTERSECTION OF SCIENCE, TECHNOLOGY, HEALTH AND WELL-BEING,
LEVERAGING THE PAST TO INSPIRE THE NEXT GENERATION OF INNOVATORS TO TRANSFORM THE FUTURE.

PROGRAMS

The Bakken Museum's programs and exhibits combine interaction and reflection with the goal of finding relevance and inspiring engagement with science and technology. We do not offer solutions; we enable and encourage our audiences to create them.

On-site Education

Field Trip Programs: Each year, the museum welcomes about 10,000 students in grades 3-12 for field trips, comprising opportunities to enjoy guided experiences in the exhibits and hands-on STEM-based workshops in the classrooms.

Youth Education Programs: For grades 3-9, on-site offerings include single-day workshops, multi-week clubs, and camps during summer, winter, and spring breaks. Projects are student-led and open-ended to provide space for students to plan, build, improve, and show off a project of their design. Expert educators and volunteers provide both guidance and room for failure to build resiliency and confidence.

Off-site Education

The outreach team travels across Minnesota and the Upper Midwest to provide engaging STEM programs to students in kindergarten through twelfth grade. The museum's programs use humor and exciting demonstrations to explore the connections between science, technology, and the humanities.

Exhibits

The Bakken Museum's exhibits explore the cycle of innovation and inspiration. Each space provides historical context for visitors to make connections and ask questions. The museum also features 2.9 acres of meticulously kept gardens and a historical mansion.

Events

Special events provide dynamic opportunities for visitors to experience the museum throughout the year. We offer a range of family-oriented and 21+ events to invite everyone to dive deep into STEM-related themes through hands-on activities and experiments. In addition to events hosted by the museum, The Bakken Museum serves as a polling place and offers private rentals, which support the mission-driven programs.

Collections

The Bakken Museum's collections are a rich resource for exploring efforts to understand the human body, health, and wellness throughout history. The museum's collections include 11,000 books, 2,500 artifacts, and 1,000 pieces of art and ephemera on topics from electricity in literature to fascinating fringe science.



STRATEGIC PLAN

The Bakken Museum's 2022-2025 strategic plan was adopted at the September 9, 2021 meeting of the Board of Directors. Our 2022-2025 strategic plan includes three pillars: Unite as One Bakken; Sustain and Grow; and Fully Integrate Diversity, Equity, Accessibility, and Inclusion (DEAI). The Strategic Initiatives that have been set forth are:

SUSTAIN AND GROW

The Bakken Museum must develop, sustain, and grow our financial resources to support current operations and future aspirations. By leaning into the assets that make the Museum unique, we can bolster our financial foundation to increase our impact.

UNITE AS "ONE BAKKEN"

We are a team united by our mission. We foster a passion for learning and experimentation, embrace challenges with innovative thinking, and are inspired by, and share in, the successes of others. By working together and innovating across teams, we will be able to transform lives and help our audiences see themselves as worthy and capable of making the world a better place.

FULLY INTEGRATE DEAI

We thrive when we work together with our communities. Staff and audiences' experiences and different points of view help to inform, challenge, and expand our thinking. By intentionally and genuinely integrating DEAI into all aspects of the organization, The Bakken Museum will become a more equitable and effective community resource where everyone is welcome, represented, and valued.



Position Profile | President & CEO, The Bakken Museum

THE PAST INFORMS & INSPIRES THE FUTURE

In 2017, The Bakken Museum implemented a new mission statement and brand, shifting the focus from electricity and history to innovation and inspiration. The new content pillars allow us to broaden programming, reach a wider audience, and continue to honor the legacy of our founder.

At the museum, we define innovation as a new way to do something, make something or understand something. Our programs emphasize that success in innovation derives from a set of skills and mindsets that can be cultivated and strengthened. Our programs and exhibits combine interaction and reflection with the goal of finding relevance and inspiring engagement with science and technology. We do not offer solutions; we enable and encourage our audiences to create them.

The museum is unique for the content we provide and the scope of individuals we serve. Our classes, workshops, and exhibits combine science, technology, and the humanities to give a comprehensive understanding of how they inform one another in everyday life. Our strength in off-site programming extends the impact and footprint significantly. Off-site education allows the museum to reach many more people throughout the region each year beyond those who visit our physical location.

Adopting a new mission and leaning into outreach education to supplement traditional museum visitation, are current strengths that were at one time seen as risks. Taking risks to consistently improve our organization and better serve our audience is at the core of what we do. We experiment, we learn from successes and failures, we look to each other for inspiration and support, we explore the connections between the humanities and STEM, we listen to our audiences, we form and strengthen partnerships, and we look ahead to the future. We innovate. It's who we are. It's who we will continue to be.

SUMMARY

The President & CEO is a skilled executive manager, with fundraising experience, a commitment to lifelong learning, and a desire to be the face of the organization. The President & CEO will have the ability to provide leadership, while working effectively with a wide range of stakeholders—always with integrity and professionalism. The President & CEO is responsible for administering the policies set by the Board, maximizing and enhancing the resources of the museum, and providing leadership for the museum’s programs, operations, and overall strategy of exploring the potential for science, technology, and the humanities to make the world a better place. Finally, this leader will need to passionately and effectively articulate the mission and activities of the Bakken with a focus on sustaining, engaging, and developing new audiences and patrons.

MANAGEMENT and LEADERSHIP

The President & CEO reports to the Museum’s Board of Directors. Senior staff reporting to the President & CEO are the Vice President of Finance and Administration, the Vice President of Philanthropy, the Vice President of Learning, and the Administrative Coordinator. A total of 31 staff members work at The Bakken Museum.

ESSENTIAL RESPONSIBILITIES

Vision and Strategic Development

- With the Board and in partnership with staff and the community, provide strategic direction for the organization, developing and implementing annual goals and objectives.
- With committee chairs and Board leadership, monitor and report to the Board regularly on progress using key metrics.
- Lead the Museum as a productive, smoothly functioning team by setting a clear vision for the organization.
- Set annual goals for direct reports, solve problems as they arise, provide ongoing professional development and ensure team is aligned with organizational goals.
- With senior staff, ensure that all education, exhibits, and operations projects are delivered on time, on budget and meeting The Bakken Museum’s strategic goals.

Implementing the Experiential Plan

- Oversee the implementation of the current museum Experiential Plan – a planning tool that will map the course for the museum’s exhibits over the next 5-10 years.
- Ensure all deliverables are met and that staff, community members, board members, and other stakeholders are meaningfully engaged in the Experiential Plan’s development.

Fundraising

- Work with staff and Board leadership to ensure the development and implementation of a comprehensive multi-year fundraising plan incorporating grants, corporate and foundation support, and individual giving.

- In coordination with the Advancement committee, Board, and Development staff, cultivate and foster relationships with major individual, corporate and foundation donors aligned with various fundraising campaigns—including operating, capital, and special programs.
- Provide executive leadership and possess competency in state and local advocacy on behalf of The Bakken Museum.

Management & Staff Leadership

- Provide visionary, strategic, and inspirational leadership.
- Hire, coach, and retain talented staff who share a commitment to the work of the organization. Lead with a focus on ongoing growth and professional development.
- Maintain an equitable, inclusive, collaborative, positive, authentic, and open style.

Financial Oversight

- Continue to examine ways to build a more sustainable financial model, affording less risk to the organization’s goals.
- With appropriate staff and Board, monitor and oversee the finances and financial management of the organization, including transparent budgeting, auditing, and financial reporting.
- Oversee the management of fixed assets, including building operations, exhibits and collections, and grounds.

Board of Directors Engagement

- Serve as primary stakeholder liaison to the Board. Attend all board meetings, and regularly report progress toward strategic goals.
- With Board leadership, manage the operations and functions of the Board and its Committees. Attend all appropriate meetings and ensure that staff leadership and support are provided to Committees and the Board.
- Engage in broadening relationships with organizational stakeholders and encourage the board in fundraising activity.
- Help Board in implementing and adhering to best practices for Boards of non-profits and museums.

Other Duties

Diversity, equity, accessibility, and inclusion (DEAI) are core functions of all positions at the Bakken Museum. While some roles may have more specific responsibilities, the items below are a part of all roles at the museum:

- Demonstrate a commitment to DEAI through continuous personal development, modeling inclusive behaviors, and proactively managing bias to help cultivate and promote a culture of inclusivity and belonging for all staff.
- Proactively work individually and collaboratively with other museum staff to ensure equitable and representative experiences for all museum visitors and program participants.

DESIRED QUALIFICATIONS

- 9+ years of experience in senior positions in public-facing, community focused organizations—with museum experience or similar institutional operations work a strong preference.
- 9+ years of experience with budget management and organizational profit and loss planning. Nonprofit budget experience preferred.
- Strong interpersonal communication skills at all levels internal and external to the organization.
- Excellent writing and public speaking skills.
- Demonstrated ability to exercise inclusive, collaborative, and positive leadership.

- Organizational skills with the ability to juggle multiple projects in a fast-paced environment.
- Ability to work with outside agencies, governments, institutions and key representatives in building relationships and partnerships.
- Passion for the mission and vision of the museum and a desire to take it to the next level in the decade ahead.

LEADERSHIP COMPETENCIES

- Deep knowledge, strength, and experience in developing and coaching a team and inspiring staff to develop and learn.
- Ability to lead through inspiration and partnership, but also to make difficult and/or unpopular decisions when necessary.
- Ability to manage in all directions of the organizational chart (down, laterally, and up).
- Strong relationship development skills, including the ability to garner the respect of and work effectively with highly-experienced Board members, private sector funders, and community members.
- Understanding of and experience with financial management and forecasting.
- Proven high degree of integrity, ethical decision-making, and sound business judgment.

TRAVEL

Limited to metro area for occasional support of programs or museum initiatives. Occasional travel to national conferences or other similar opportunities.

COMPENSATION AND BENEFITS

The compensation includes annual salary of \$135,000 - \$160,000 and participation in the organization's benefits plan.

TO APPLY

Please email a resume and cover letter to Damon Shoholm, MA: damon@ballingerleafblad.com

Applications will be accepted until October 14, 2024. There will be an immediate and ongoing review of candidates, so we encourage and appreciate early applications. All inquiries will remain confidential.

EQUAL OPPORTUNITY EMPLOYER

The Bakken provides equal employment opportunities for all persons regardless of age, race, color, religion, creed, national origin, marital status, familial status, sex, gender identity and/or expression, pregnancy, sexual orientation, disability, veteran status, genetic information, status with regard to public assistance, or any other characteristic protected under federal, state, or local law. Equal employment opportunity applies to all terms and conditions of employment, including hiring, placement, promotion, termination, layoff, recall, transfer, leave of absence, compensation, and training.

COMMUNITY INFORMATION

The Twin Cities metro area includes Minneapolis, Saint Paul and the surrounding suburban area. Making up the 14th largest metropolitan area in the country, it is a unique blend of a small town and major cosmopolitan hub. Both urban cores boast a thriving business atmosphere. Saint Paul, as the state capital, is home to state government and has a more historical vibe. Minneapolis is the larger and more commercial of the two cities.

Separated by the Mississippi River, both cities share a common root of being river towns - and the great outdoors are still a major attraction for residents and visitors alike. There are over 100,000 acres of parks, walking and bike paths, and other outdoor spaces.

Outside of the central downtowns, however, both cities have many distinct neighborhoods, and residents identify more with their individual communities than with the larger city as a whole. The area has a diverse range of neighborhoods and homes, with an atmosphere of a small town feeling with the conveniences and cultural hallmarks of a big city.

The Twin Cities offer something for everyone, from six professional sports teams to a robust theater and arts scene. There is a thriving "foodie" culture offering award-winning restaurants (several chefs have been regional James Beard Award winners). Shopping is plentiful with area malls and unique shopping districts in both cities and in the suburbs.

Nearly every weekend in the summer there are several outdoor events for participants and spectators—triathlons, biking races, marathons, boat races, water skiing competitions, golf tournaments including several PGA tournaments. Winter is also celebrated with events such as the Saint Paul Winter Carnival, the City of Lakes Loppet Winter Festival and the U.S. Pond Hockey championships. And for those who want to get away from it all, ice fishing and snowmobiling are popular Minnesota pastimes.

RESOURCES

Meet Minneapolis | <https://www.minneapolis.org/>

Saint Paul | <https://www.stpaul.gov/>

Greater MSP Partnership | www.greatersp.org

Saint Paul Convention & Visitors Bureau | <https://www.visitsaintpaul.com/>

Saint Paul Chamber of Commerce | <https://www.stpaulchamber.com/>

Minneapolis Regional Chamber of Commerce | <https://mplschamber.com/>

Minneapolis Park & Recreation | <https://www.minneapolisparke.org/>

Minnesota Compass | <http://www.mncompass.org/>

3.6M Population of
Greater MSP Region



60+ Museums in the Metro Area



300 Parks



1,750 Regional Lakes

Thriving Arts & Cultural
Districts



1,000+ Miles of Bike Trails