



Job Opportunity | Executive Director/Curator of Paleontology Great Plains Dinosaur Museum in Malta Montana

October 2022

Position: Executive Director/Curator of Paleontology (a combined position)

Employer: Judith River Foundation, Inc. doing business as the Great Plains Dinosaur Museum

Qualifications: Education in a discipline appropriate to the museum's paleontology collections, museum programs, nonprofit management or related fields is preferred. Bachelor's or master's degree preferred. Candidate with equivalent professional and leadership experience and demonstrated enthusiasm and interest in rural communities, nonprofit museums, natural history, and paleontology will be considered and are encouraged to apply as well.

We're looking for someone who can work with the Board of Directors and our valued staff to maintain and advance our existing fossil collections, make new discoveries and help shape the future of the nonprofit organization.

The ideal candidate will have a solid vertebrate paleontology and scientific background, be action oriented, adaptable with an innovative approach to nonprofit management; have strong organizational skills and ability to multitask and prioritize, strong written and verbal communication skills, and experience in marketing, public relations, fundraising along with computer and software skills.

Location: Malta, Montana

Application deadline: December 15, 2022. Tentative start date April 1, 2023.

Applications: Application package to include GPDM employment form, resume and cover letter. Submit electronically to the attention of Executive Board of Directors at dinosaur@itstriangle.com. Please reference "Employment Application" in the subject line.

Full position description – see our website file [HERE](#) or email us with a request.



Organizational background - The Great Plains Dinosaur Museum (GPDM) is located in the rich land mass of Northern Montana where some the world’s most preeminent dinosaur fossils have been discovered. A site and member of the Montana Dinosaur Trail, GPDM maintains permanent exhibits of dinosaurs and other prehistoric fossils to advance the visitors experience, allowing them to appreciate, enjoy and fully understand the rich prehistory of this region. The Museum also provides the rare opportunity for both youth and adults to explore, dig and excavate fossils with their staff and paleontologist partners in scheduled educational and dig programs.

The Great Plains Dinosaur Museum (GPDM) is governed and operated by volunteer board members of the Judith River Foundation, Inc. The Foundation is an IRS exempt 510c3 non-profit corporation established in 2002. The GPDM is not a municipal entity, is not affiliated with any higher education institutions, receives no general tax support, and is entirely self-funded through membership fees, admissions, dig and tour revenue and fundraising.

The GPDM guided by a ***mission to curate and prepare paleontological resources for use in educational programs, scientific research and interpretive displays in support of the advancement of knowledge and the benefit of all people.***

GPDM is seeking an innovative solution to meet expanded need for both an Executive Director (with administrative responsibilities) and the historic seasonal position of Curator of Paleontology.

The combination position of Executive Director/Curator of Paleontology (ED/CP) will support the mission of the GPDM while working to build sustainability through leadership, direction, oversight of operations, and fundraising efforts for current and future financial stability through the effective implementation of goals and the policies established with and by, the Board of Directors.

We are open to creative solutions to schedules, seasonality, full or part time employment.

Salary – Negotiable.

Relocation/Housing – Not provided.

Diversity Statement – We are an equal opportunity employer and committed to promoting diversity and inclusion.

Point of Contact will be GPDM Board President and/or Executive Committee.