

CREATIVETIME

EXECUTIVE DIRECTOR

(Hybrid, New York, NY)

ABOUT CREATIVE TIME

Creative Time is a trailblazer in commissioning and presenting ambitious public art projects that ignite dialogue, challenge conventions, and inspire change. For over 50 years, the organization has partnered with bold artists to push boundaries and engage the public in meaningful, often provocative ways—connecting contemporary art with issues of social justice, equity, and civic life.

POSITION OVERVIEW

The Executive Director (ED) is the chief executive of Creative Time, responsible for setting and advancing the institutional vision, ensuring alignment across all departments, and upholding the mission and values of the organization. The ED partners closely with the Deputy Director and works with the Board, staff, artists, and donors to position Creative Time at the forefront of contemporary public art and civic dialogue.

This role requires a proven fundraiser with strong New York philanthropic networks, a respected and credible leader within the arts, and a strategic manager who can steward the organization's financial health while cultivating an inclusive and collaborative organizational culture.

KEY RESPONSIBILITIES

Vision & Strategy

- Lead the development and implementation of Creative Time's institutional vision and long-term strategic plan.
- Position the organization as a leading presenter of innovative public art that engages broad audiences and fosters civic dialogue.
- Partner with the Board and staff to chart a path toward a viable, inclusive, and community-rooted Creative Time.
- Build and empower the curatorial team to drive artistic programming, ensuring alignment with the ED's strategic vision.

Fundraising & Development

- Provide immediate fundraising leadership, leveraging existing New York philanthropic networks.
- Cultivate and steward major donors, foundations, and institutional partners.

CREATIVETIME

- Lead fundraising campaigns and ensure budget alignment with institutional priorities.
- Recruit new Board members within the first year to expand the organization's base of engaged and financially committed leaders.
- Secure project-based support for initial and ongoing programming.

Leadership & Organizational Management

- Serve as CEO of the organization, fostering an inspiring, collaborative workplace culture.
- Empower and support the Deputy Director in managing day-to-day operations while maintaining executive oversight.
- Set clear expectations, ensure staff have tools and resources, provide constructive feedback, and hold team members accountable.
- Assess organizational capacity and budgets to make disciplined decisions about programming, staffing, and resources.
- Navigate periods of change with steadiness, resilience, and sensitivity to staff morale

Board Engagement

- Cultivate strong relationships with Board members ensuring alignment around mission and priorities.
- Lead Board meetings and committees in partnership with the Chair.
- Work with the Board on governance, fundraising, and strategic initiatives.

Communications & External Relations

- Serve as the primary public spokesperson for Creative Time.
- Build visibility and credibility across media, philanthropic, and cultural sectors.
- Represent the organization at major art events, donor gatherings, and civic forums.
- Ensure that communications and public messaging reflect institutional values and goals.

DESIRED QUALIFICATIONS

- Senior leadership experience in a mission-driven arts, cultural, or nonprofit organization.
- Demonstrated success in fundraising and Board development, with immediate fundraising capacity in New York City.
- Deep knowledge of contemporary art and its intersection with social and civic issues; curatorial experience a plus.
- Proven ability to manage complex organizations and lead high-performing teams.
- Strong commitment to equity, inclusion, and social justice.
- Excellent strategic planning, financial management, and relationship-building skills.
- Entrepreneurial mindset with the ability to lead a lean, nimble organization.
- A visible and persuasive communicator who inspires confidence and builds lasting partnerships.

CREATIVETIME

COMPENSATION AND LOCATION

This is a permanent, full-time hybrid position based in New York with a targeted salary range between \$200,000 - \$250,000, commensurate with experience. The organization offers generous holiday and time-off benefits to all employees with medical, dental, and vision benefits (100% of the employee's portion is covered) and 403(b) participation available upon start.

Interested candidates should submit by October 27, 2025, a cover letter and resume to executivesearch@creativetime.org to the attention of the Creative Time Search Committee.

Creative Time is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion or creed, gender, gender identity or expression, familial status, sexual orientation, disability, national origin, ability, age, arrest or pre-employment conviction record, or military status.

Our work at Creative Time is inherently political, social, and invested in the global justice movements of our time. It is also fun, experimental, and often very delightful. We value individuals who embody those values, backgrounds, and lived experience.

This document has been prepared based on the information provided by Creative Time. The material presented in this leadership profile should be relied on for informational purposes only. While every effort has been made to ensure the accuracy of this information, the original source documents and information provided by Creative Time would supersede any conflicting information in this document.