

Executive Director – Museum Operations & Fundraising

Finger Lakes Boating Museum | Hammondsport, New York – Finger Lakes Region
flbm.org

Full-Time, Exempt | On-Site

Salary: \$65,000 base salary, plus performance bonuses anticipated based on fundraising results

Benefits: Health insurance, retirement plan, short-term disability, paid time off and holidays

Reports to: Board of Trustees

About the Executive Director Role

The Finger Lakes Boating Museum (FLBM) is seeking an Executive Director to lead the Museum's operations, nonprofit strategy and fundraising efforts in Hammondsport, New York. This hands-on leadership role oversees museum operations, fundraising and development, donor relations, grant writing, financial management, capital campaigns, staff and volunteer leadership, community engagement and Board partnership.

As FLBM's senior leader, the Executive Director will move comfortably between strategy and execution, cultivating relationships with donors, community partners and key stakeholders while leading the Museum's day-to-day operations and helping secure the financial support needed for continued growth.

This is a great opportunity for an experienced nonprofit or museum leader who enjoys building relationships, strengthening organizations and seeing the direct impact of their work.

About the Museum

Over the past decade, the Finger Lakes Boating Museum has grown from a traveling exhibit without a permanent home into a vibrant museum featuring six galleries and more than 100 historic boats on display, along with a seasonal tour boat program aboard *The Pat II*, hands-on educational programming through the FLBM Academy and the Keuka Dragons dragon boat club.

The Museum's location is an important part of its identity and appeal. It is located in Hammondsport, NY at the southern end of Keuka Lake. This region is the heart of New York's Finger Lakes - an area known for natural beauty, wineries, tourism and strong sense of community. The Museum's campus is itself part of the region's history, occupying buildings originally constructed by the Taylor Wine Company in 1886.

Areas of Responsibility

Financial & Operational Management: Manage the Museum's financial resources in accordance with the Board-approved budget and oversee day-to-day museum operations.

Strategic Leadership: Partner with the Board of Trustees to develop and execute strategic plans and initiatives that advance FLBM's mission and long-term sustainability.

Staff & Volunteer Leadership: Lead Museum staff while supporting, engaging and expanding FLBM's critical volunteer community.

Donor & Community Relations: Develop strong relationships with major donors, regional business leaders, community partners, public officials and other key stakeholders.

Fundraising & Development: In coordination with the Museum's Resource Development Committee, serve as the Museum's focal point for fundraising, building relationships with donors and securing unrestricted operating support and other philanthropic investment.

Grant Writing: Sustain and grow grant funding through successful local, state and federal grant development.

Capital Campaigns: Work with the Board to plan and lead capital campaign initiatives.

Marketing & Visibility: Strengthen the Museum's community presence, public relations, marketing and social media visibility.

Facilities & Vendor Oversight: Coordinate Museum maintenance priorities and oversee vendor and contract performance for projects across the FLBM campus.

What We're Looking For

The successful candidate will be a strong relationship builder and strategic leader who is equally comfortable representing the Museum externally and managing the organization internally.

Successful candidates will have:

An Associate degree (2-year) and at least three years of senior-level experience in a comparable organization; a degree in museum studies, education, marketing, business or a related field is preferred.

Demonstrated success in nonprofit fundraising, donor development and securing significant philanthropic support.

Proven experience writing and securing grants from local, state and/or federal sources.

Experience developing or leading a capital campaign.

Strong financial management, organizational leadership and strategic planning skills.

Experience working effectively with nonprofit boards, committees, staff, volunteers and community stakeholders.

Working knowledge of museum operations and experience helping lead an organization through growth or transition.

Excellent communication, interpersonal and relationship-building skills.

Application Process

To apply: Submit a cover letter, resume and three professional references with contact information to **president@flbm.org**.

Application deadline: October 15, 2026

Anticipated start date: Negotiable

Learn more about the Finger Lakes Boating Museum at flbm.org.