



Chief Executive Officer

About the South Dakota Historical Society Foundation

The South Dakota Historical Society Foundation is a nonprofit 501(c)(3) organization dedicated to preserving and sharing the rich history of South Dakota. As the fundraising partner of the South Dakota State Historical Society, the Foundation secures private philanthropic support for statewide programs in archaeology, archives, historic preservation, museum exhibits, research, and publishing.

The Foundation is completing a transformational capital campaign to renovate the South Dakota State Museum while expanding annual giving, planned giving, endowment development, membership, and strategic partnerships across South Dakota.

Position Summary

Reporting to the Board of Directors (Board), the Chief Executive Officer (CEO) serves as the Foundation's chief philanthropy leader responsible for the organization's long-term sustainability through philanthropy, governance, and effective management.

Primary Responsibilities

- Work collaboratively with the Board to identify philanthropic opportunities and advance fundraising priorities.
- Personally cultivate and solicit leadership gifts, building lasting relationships with donors.
- Ensure sound financial stewardship through effective budgeting, financial planning, and investment oversight, working closely with the finance committee and Board.
- Maintain appropriate internal controls, financial oversight, and separation of duties by working closely with the staff, Board and finance committee.
- Monitor investments, endowments, cash flow, and financial performance, ensuring compliance with Foundation policies and nonprofit best practices.
- Partner with the Board to establish strategic priorities, implement goals, evaluate performance, and recommend strategies that strengthen long-term success.
- Provide leadership and oversight for the Heritage Stores and Badger Hole operations, including retail management, marketing, and related revenue generating activities.
- Work with staff, the Board and volunteers to strengthen membership in the South Dakota State Historical Society.
- Recruit, develop, supervise, and evaluate Foundation staff.
- Serve as the Foundation's principal spokesperson and ambassador to strengthen public awareness and support for the mission.
- Provide leadership for Foundation operations, technology, communications, and administrative systems.

Preferred Qualifications

The successful candidate is an accomplished relationship builder with executive leadership experience, sound judgment, and a demonstrated commitment to philanthropy and South Dakota history.

Experience

- Executive or senior leadership experience in nonprofit management, philanthropy, business, higher education, or a related field.
- Demonstrated success leading comprehensive fundraising efforts and cultivating significant philanthropic support.
- Experience managing organizational budgets, financial planning, and staff leadership.
- Experience working effectively with governing boards.

Work Location: The Foundation offers flexibility in work location. CEO may reside anywhere in South Dakota provided they are able to travel regularly throughout the state and maintain a consistent in person presence at the Foundation's Pierre office. Residence in the Pierre area is encouraged.

Salary: \$85,000 to \$95,000, depending on qualifications and experience.

Benefits include:

- Paid vacation (160 hours annually)
- Paid sick leave (accrued daily)
- Paid holidays (10 days)
- 5% employer match to 403(b) retirement plan
- Health care stipend
- Professional development opportunities
- Flexible work environment
- Performance bonus, subject to annual Board approval

To Apply:

Submit a cover letter, résumé, and salary requirements to:

Catherine Forsch
South Dakota Historical Society Foundation
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Pierre, SD 57501
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