



MERCER
MUSEUM
& FONTHILL
CASTLE



Smithsonian
Affiliate



Vice President of Development

Bucks County Historical Society / Mercer Museum and Fonthill Castle

An Executive Search by The Angeletti Group, LLC



THE OPPORTUNITY

The Angeletti Group invites nominations and applications for Bucks County Historical Society's next Vice President of Development. Working under the President & Executive Director and in collaboration with other staff, this position is responsible for developing and implementing strategies to attract new and retain existing donors and members, and increase giving levels among current supporters of the Bucks County Historical Society/Mercer Museum and Fonthill Castle (BCHS). A member of the senior management team, this position oversees all fundraising initiatives.

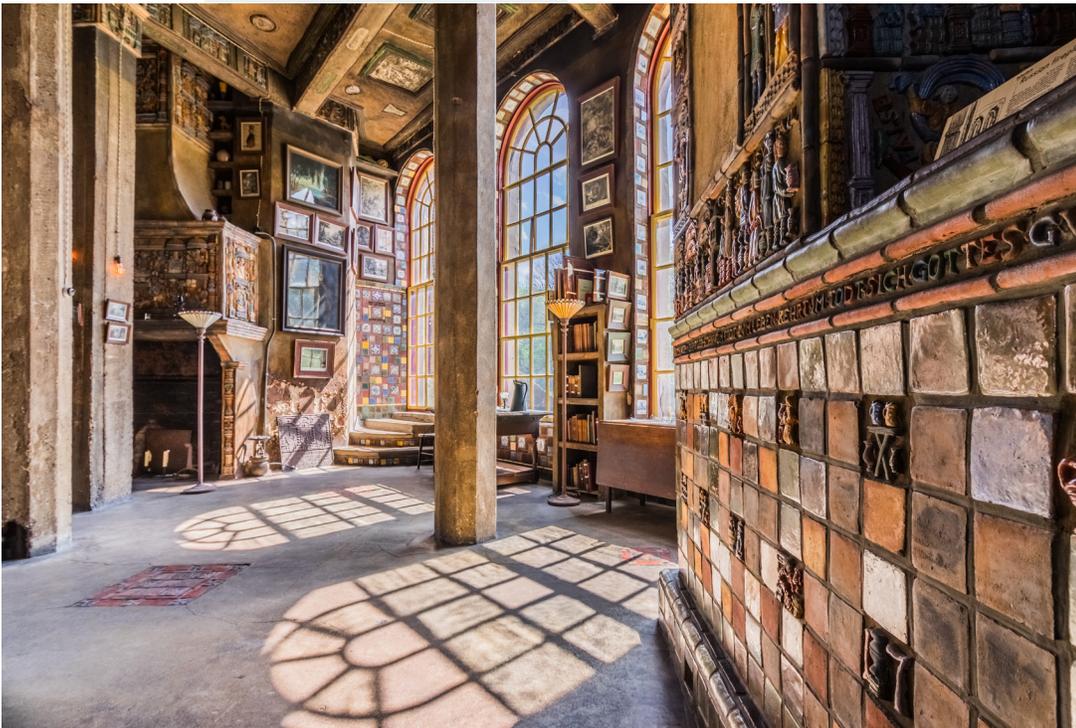
ABOUT BUCKS COUNTY HISTORICAL SOCIETY/ MERCER MUSEUM AND FONTHILL CASTLE

Founded in 1880, the Bucks County Historical Society is dedicated to preserving Bucks County history and promoting the significant role the past plays in contemporary life, including operating the Mercer Museum & Library and Fonthill Castle. As one of the oldest and largest county historical organizations in Pennsylvania, BCHS's duties as a fledgling organization had its roots in marking historic sites, presenting papers, and accumulating memorabilia. By 1897, BCHS member, historian and archaeologist, Henry Chapman Mercer (1856-1930), recognized the need to collect and preserve the unmechanized material and tools of daily life in America before it was all swept away by the Industrial Revolution.

Mercer was born and worked in Doylestown. Between 1908 and 1916 he designed and built three unique concrete structures: Fonthill Castle, his home in which he showcased his tile work and entertained guests; the Moravian Pottery and Tileworks, where he made his distinctive hand-crafted products; and the Mercer Museum, where he displayed his vast collection of early Americana. His legacy to his community is the three buildings he left in the public trust.

When Mercer died in 1930, his will designated ownership of the Moravian Pottery and Tileworks go to his assistant, Frank Swain. After several changes of ownership over the decade following Swain's death in 1954, the Moravian Pottery and Tileworks eventually fell under the care of the Bucks County Department of Parks and Recreation. Mercer bequeathed

Fonthill Castle to the Trustees of the Mercer-Fonthill Museum as a museum for the study of tiles, prints, and decorative arts. This bequest included the 69-acre Fonthill grounds as a park, bird sanctuary, and arboretum for the community to enjoy and educate themselves on native species of plants, trees, and wildlife. He left the Mercer Museum in trust to the Trustees of BCHS with the intent his collection be used for the education of the public on the tools that built the nation.



Today, the Trustees of BCHS oversee the management and operation of the Mercer Museum. The Trustees of the Mercer-Fonthill Museum oversee the management and operation of Fonthill Castle located approximately one-mile from the Mercer. While each entity has its own 501 (c) (3) designation, there is tremendous value in an overarching focus on the Mercer Mile. To this end, the Board of Trustees of each organization is comprised of the same individuals. Governing meetings are run separately, with BCHS meetings held first, followed by the formal “call to order” for the Trustees of the Mercer-Fonthill Museum.

Mercer’s vision and his passion for learning inspired the continued growth of BCHS. The library research wing was added in 1934 and enlarged in the 1970s and then again in the 1990s. It preserves and makes available to the public large holdings of Bucks County historical materials: newspapers, county records, photographic records. It serves more than 1,200 historians, researchers, and genealogists annually through on-site and online research access. To help expand and care for the three-dimensional collections, a 1994 building was constructed on a 27-acre parcel donated to the BCHS by a longtime supporter. The building serves as the Collection Storage and Study Center, and houses thousands of artifacts while providing a site for acquisition processing and research.

In 2011, BCHS completed the construction of a 12,500 square foot wing that features the Putman Learning Center, the Martin and Warwick Foundation Galleries, and an expanded gift shop containing local artisan crafts and history-themed merchandise. The new wing strategic plan was to present three to five changing exhibitions annually, to be accompanied by related educational programs.

In 2019, more than 75,000 visitors explored the castles, including 5,000 school children. The collections, now totaling more than 80,000 objects, provide opportunities for history enthusiasts to discover important pieces of the past and to learn from the stories of those who came before us. The Bucks County Historical Society is supported by 40 full and part-time staff members, and more than 200 volunteers.

Every day the Bucks County Historical Society is guided by the organization’s mission to educate and engage its many audiences in appreciating the past and to help people find stories and meanings relevant to their lives—both today and in the future.



PRESIDENT/EXECUTIVE DIRECTOR KYLE MCKOY

Kyle McKoy joined BCHS as President and Executive Director. McKoy brought a new perspective to the Mercer Museum and Fonthill Castle and a keen sense of successful museum practices and ideas from across the nation.

She earned her M.A. in Education (Language, Reading, and Culture) and a B.A. in Anthropology from the University of Arizona, and has worked in the museum field for over 20 years. She has extensive expertise in management, serving in leadership positions at the Arizona Historical Society and the Indiana Historical Society, respectively. McKoy has also served in leadership roles on boards and committees for major state, regional, and national associations including the American Association for State and Local History and the National Council on Public History.

McKoy’s vision is grounded in the belief that history is relevant to everyone. Locations on a map rise to the meaning of “place” only when strong, resilient communities share memories and stories that connect people with one another.

PRINCIPAL DUTIES AND RESPONSIBILITIES

The Vice President of Development provides leadership and management for the creation and implementation of short and long-term development plans to support the BCHS's institutional mission-driven initiatives. This position will identify, cultivate, solicit, and steward gifts from individuals, foundations, corporations, and government sources to support the BCHS's mission, and achieve the museum's strategic goals. This position will oversee implementation of an overarching development plan.

ESSENTIAL JOB FUNCTIONS

FUNDRAISING AND DEVELOPMENT

1. Develop long-term fundraising strategy in collaboration with the President & Executive Director and senior leadership team; implement and document effective cultivation, solicitation, and stewardship strategies that aim to increase the number of donors and gift size as well as maximize retention.
2. Build and manage a portfolio of individual and corporate supporters and prospective donors.
3. Identify a menu of sponsorship opportunities and develop solicitation materials.
4. Work closely with the President & Executive Director and Board to design and implement BCHS's major fundraising campaign(s) to achieve the established targets and timelines.
5. Oversee annual fundraising events to achieve fundraising goals and enhance donor experience.
6. Conceive, implement, and attend donor cultivation and appreciation events tied to the BCHS's mission, exhibitions, and programs.
7. Oversee the management and use of the database to facilitate accurate donor records, regular reporting and analysis, and effective and efficient communications through segmentation and customization.
8. Produce regular fundraising reports that inform the President & Executive Director, senior staff, and the Board about fundraising progress. Highlight areas of success and proactively identify areas for improvement and/or concern.
9. Directly supervise and oversee day-to-day operations of development and membership, such as gift processing, donor acknowledgement, and member database management.

MEMBERSHIP

1. Direct the BCHS's general membership program to reach target audience and revenue goals on an annual basis.
2. Directly supervise the related membership programming and communication as part of the member journey.
3. Manage, develop and execute a plan to increase membership sales, renewal rates, and member level upgrades.
4. Work closely with the staff to develop and distribute compelling materials, events, communication, and protocols to support solicitation, renewals, and upgrades.

GENERAL

1. Train, manage, and evaluate all development staff per the organizational chart. Mentor these individuals in their growth and leadership, and cultivate collaboration and teamwork.
2. Supervise project management throughout department including develop and manage the department budget, and lead department meetings.
3. Participate as a member of the senior management team. Work closely with the President & Executive Director, Vice President of Collections, Interpretation & Facilities, Comptroller, and Vice President of Community Services and Marketing to address high-level organizational issues and opportunities. Attend board meetings and take on occasional cross-functional projects to advance the BCHS's mission.
4. Ensure compliance with all human resource and workplace standards for department employees.
5. Be able to work within a fast-moving environment and to deliver within restricted time, space, and financial resources.
6. Be able to utilize various electronic communication means to accomplish the duties and responsibilities of the position.
7. Be able to work with a diverse range of people.
8. Support the mission of the BCHS in accordance with the strategic plan, Board direction, and adherence to the policies in the employee handbook.
9. Attend board and committee meetings as necessary.



QUALIFICATIONS

1. Bachelor's degree in a related field and 10+ years of professional experience; master's degree preferred.
2. Substantial knowledge, comfort, and experience with many types of fundraising, including annual giving/donor engagement programs, major gift campaigns, membership programs, corporate sponsorship, events, direct mail appeals, and crowdfunding.
3. Knowledge of the current fundraising market in Doylestown/Bucks County Area, and throughout Pennsylvania and New Jersey.
4. Effective leadership skills and management experience.
5. Excellent oral and written communication skills.
6. Must be able to work a flexible schedule.

APPLICATION PROCEDURE

Applications will be accepted until position is filled. To be considered, candidates should submit a cover letter and resume to The Angeletti Group at search@theangelettigroup.com.

Nominations and confidential inquiries can be made to:

The Angeletti Group
17 Village Road - PO Box 188
New Vernon, NJ 07976
(973) 540-1400
search@theangelettigroup.com

BCHS is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, age, national or ethnic origin, disability, status as a veteran, sexual orientation, gender identity, gender expression, sex, marital status, handicap, or pregnancy status. BCBS takes affirmative action in support of its policy to employ and advance in employment individuals who are minorities, women, protected veterans, and individuals with disabilities.



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