

Castlerock Museum Manager and Executive Director Position

If you are going to work here, you should know something about us so this is the background of Castlerock Museum:

Castlerock Museum (www.castlerockmuseum.com) is a unique Arms, Armor and Art museum located in Alma, WI, a small county seat town along the Mississippi River about 90 miles south of the Twin Cities. It is located directly across from the courthouse overlooking the Mississippi River.

Despite the small town location the museum's collection is truly world class. It is presented in a new and exciting manner which allows the viewer to walk with the warriors of western civilization through exhibit areas from the Grecian period of Alexander the Great, the rise and fall of the Roman Empire, the Dark Age warriors, the Vikings, the Normans, the Chain mail knights of the Crusader period and thru the entire Renaissance period of the Knight in Shining Armor.

All of the arms and armour on exhibit are genuine and of the time period in which they are shown. The exhibits are presented in a new open format which allows the viewers to approach and view them closely with only a minimal amount in cases. Reproductions of period art are interspersed throughout the exhibits and illustrate the arms and armour as actually used in their time.

The museum is basically self guiding and each time period is explained in simple display panels which illustrate and describe all of the artifacts and art pieces on display. Viewers who have seen many of the great museums of the United States and Europe have been overwhelming in their praise of the extent and pleasing visual effect of this new approach by Castlerock Museum.

Castlerock Museum has been open for a little over two years and is organized as a 501 (3 c) museum. It is housed in a new open purposely built building which looks like a castle from the exterior. The ownership of the collection is being transferred to the museum corporation so that it will be a permanent educational resource for the Midwestern area. We have a theatre presentation area and are doing a series of regular public presentations focusing on various historical periods. We particularly wish to develop our educational and partner relationships with colleges and schools. We presently operate with a number of volunteer committees focusing on various areas and have about 25 volunteer docents. However what we do lack and what we do now need is an overall executive museum manager and director to lead, coordinate and develop the activities and direction of this unique and we feel exciting museum.

So now to a job description. The person we are seeking would be the overall leader and coordinator of the museum and its activities. We are seeking a person with strong

organizational skills who can develop and coordinate our various activities and committees and who can blend our loose association into a smoothly functioning entity. We also need an outgoing person who enjoys leadership and public contact as this person will be our primary contact with the public, educational institutions and our various committees and workers. Our creator, Gary Schlosstein, would concentrate on the completion and ongoing improvement of our exhibits and a comprehensive inventory of our collection. He is however involved in other businesses and is unable to effectively handle the overall direction of the museum.

Helpful background for this position would include experience in museum management, computer tech familiarity, basic bookkeeping and budgeting, grant writing experience and a sincere interest in the history of European culture, arms, armour and art.

Compensation would be based on qualifications and previous experience. We would envision a 6 month learning curve at an introductory level and then progressing to a mutually agreeable level. An introductory paid full time internship is also a possibility if you are still in school.

If this position turns you on we invite you to submit your resume and/or any questions with a cover letter to "Museum Director Search Committee" by fax to 715 946 3841 or by email to gschloss@nelson-tel.net. We also invite you to contact us to set up an informal visit at our museum and our community to discuss the position and any questions you may have.