



The Minnesota Historical Society (MNHS) seeks applicants for a Capital Projects & Sustainability Manager to oversee the Minnesota Historical Society's institutional sustainability and capital project planning and management programs. Responsibilities include:

- 1) Manage the planning, development, funding, and implementation of capital projects
- 2) Develop institution-wide sustainability strategy and deliver projects to meet defined goals
- 3) Provide fiscal and personnel management to all areas of Capital Projects and Sustainability
- 4) create awareness of and support for, and evaluate sustainability throughout the institution to ensure goals and outcomes are met
- 5) Establish and maintain internal communications of the sustainability and capital projects programs among MNHS staff, volunteers, interns, and other stakeholders.

Salary: \$ 4,396.00 monthly minimum. This is a full-time, project position working through June 30, 2017. Renewal dependent upon funding and program need.

Submit MNHS Application for Employment, (available at www.mnhs.org/jobs), cover letter, and resume. Application materials must be received by February 11, 2016.