



ACOR
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AMERICAN CENTER OF
ORIENTAL RESEARCH
المركز الأمريكي
للأبحاث الشرقية

Director



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Advancing Knowledge of Jordan Past and Present



Founded in 1968 and located in Amman, Jordan, the American Center of Oriental Research (ACOR) promotes Middle East-focused research and publication across disciplines with a special emphasis on archaeology.

ACOR's research program is wide-ranging, including archaeological excavation and restoration projects, a fellowship program for scholars, public lectures, and academic programs. ACOR holds the best library for archaeology and Middle Eastern studies in Jordan and offers hostel accommodations for fellows, researchers, and other visitors using its unique resources. ACOR uses a state-of-the-art methodology to preserve, manage, and promote cultural heritage resources in Jordan through a community-first approach.



ACOR has led or been affiliated with numerous influential archaeological and restoration projects in Jordan, including most notably 'Ain Ghazal, Amman Citadel's Temple of Hercules, Ayla in Aqaba, Bab edh-Dhra, Hesban, Humayma, Khirbet Iskander, Madaba Archaeological Park Project, Pella, Petra Church Project, Petra Temple of the Winged Lions Cultural Resource Management, and Umm el-Jimal.

Recent Accomplishments



Over the last decade, ACOR has managed an innovative and award-winning cultural heritage, landscape rejuvenation, and community engagement project at the UNESCO World Heritage site of Petra, the 2,000-year-old capital city of the ancient Nabataeans in southern Jordan. The project, known as the Temple of the Winged Lions Cultural Resource Management (TWLCRM) Initiative, works to stabilize, conserve, and restore the monument and surrounding landscape of one of Petra's most prominent but threatened monuments. The project directly involves members of Petra's local communities through year-round employment and training. It is also disseminating results to both scholarly and popular audiences.



ACOR has continued to support local communities through the Sustainable Cultural Heritage Through Engagement of Local Communities Project (USAID SCHEP), launched in 2014. Local communities are the primary stakeholders and beneficiaries of SCHEP programming, which helps communities around archaeological sites in Jordan to harness their own cultural heritage to create educational and economic opportunities.

Fellowship, Leadership, and Discovery



ACOR's work has fostered key cross-cultural insights into the Arab world, which has allowed students, researchers, and teachers the opportunity to discover Jordan's history. Through its fellowships, ACOR has enabled nearly one thousand American, Jordanian, and other scholars to conduct research on Jordanian archaeology, history, politics, and society. ACOR promotes Cultural Heritage Studies within Jordan by providing financial and academic support to Jordanian graduate students studying in Jordanian universities.

The ACOR Library is a crucial resource for Jordanian, American, and international scholars. It holds 40,000 books and journals with a focus on archaeology, anthropology, Arabic language and culture, art and architecture, conservation, and history. It holds 1,500 maps covering Jordan's topography, geology, and archaeological sites, as well as regional maps, rare topographic maps of Palestine, a rare complete Tübinger Atlas des Vorderen Orients, and more than 100,000 digital images and slides of Jordanian archaeological projects and sites. The ACOR Library also offers researchers and students the only local place where they can access JSTOR, the online database of more than one thousand international academic journals. The library serves as a vital center for a Jordanian and international community of scholars.



Keeping ACOR at the Cutting Edge

Today ACOR seeks to extend a long record of growth. In recent years, ACOR has focused on fostering openness and accessibility, joint community ventures, and close mentorship and practical training. It is currently embarking on a planned leadership transition that offers an opportunity for the organization to take a fresh look at these initiatives and to extend them in new directions. ACOR's new Director will be able to draw on considerable resources from in continuing these trends. In Jordan, these resources include close ties to the important Department of Antiquities and Tourism, as well as frequent communication with ACOR's Jordanian board members, located in Amman, who can provide a wealth of advice and support. The incoming Director can also count on significant resources in the U.S., with a Board of Directors that is highly engaged in the organization and a Fellowship Committee that is particularly active in the critical work of supporting ACOR's scholarly community. Drawing on these resources, the Director will set the organization's strategic course for a next generation of scholars seeking to study and preserve Jordan's history, and to understand the social and economic issues Jordan faces in the modern world.



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The Opportunity

Reporting to the Board of Trustees, the Director leads and manages all aspects of ACOR's programs and operations in Jordan, Canada, Australia and in the U.S. S/he serves as the public face of ACOR to Jordanian leaders and scholars, the expatriate community, and visitors. S/he leads and promotes ACOR's educational and heritage mission, guiding public educational programs, grant-funded programs, library resources, and visiting scholars. S/he maintains relationships with grant and funding partners (USAID, other U.S. government agencies, and other foreign research centers) and plays a key role in ACOR's development efforts. S/he advises and supports American and other foreign archaeological projects in Jordan.

Develop and maintain external relationships

- ❖ Communicate proactively and frequently with a wide range of Jordanian government, private sector, and cultural leaders.
- ❖ Foster close collaboration and collegiality with key institutional stakeholders, including the Department of Antiquities, the Ministry of Tourism and Antiquities, universities, the U.S. embassy, USAID, ambassadors, other foreign research institutes, and donors.
- ❖ Maintain relationships with ASOR and sister schools of oriental research.

Oversee ACOR's visibility and public profile

- ❖ Welcome and assist visitors to Jordan by hosting tour groups and conducting tours of ACOR and archaeological sites, including for VIP guests of the US embassy when requested (Senators, Congressional Representatives, senior government officials).
- ❖ Coordinate ACOR's public lectures, seminar programs, and study tours.
- ❖ Help organize international conferences hosted by Jordanian and other groups.
- ❖ Serve as a primary spokesperson to U.S. and Jordanian media.

Oversee archaeological and cultural resource management

- ❖ Provide general oversight and supervision for all ACOR projects.

- ❖ Extend subject matter and logistical support to North American archaeological missions.
- ❖ Facilitate conservation and restoration of archaeological material for other American, foreign, and Jordanian projects.
- ❖ Provide expertise in Jordanian matters and local connections to help fellows and resident scholars navigate their work environment.

Manage ACOR's operations

- ❖ Recruit, lead, coach, and retain a highly-qualified staff; establish performance standards that ensure effectiveness and efficiency as well as opportunities for professional development and international collaboration.
- ❖ Oversee ACOR's fiscal integrity in collaboration with ACOR's CFO; present to the Board proposed annual budgets and monthly financial statements.
- ❖ Review and oversee all grants and agreements.
- ❖ Oversee upkeep of the ACOR facility and recommend needed improvements.

Play a lead role in fundraising

- ❖ Work with ACOR staff and the Board of Trustees to increase awareness of and support for ACOR, consistent with long-term goals.
- ❖ Develop and maintain a strong relationship with USAID, the American embassy, other government agencies, and other current and potential sources of funding.
- ❖ Seek out and cultivate relationships with current and potential individual donors and private foundations.
- ❖ Follow up on potential donor interests for donations of funds and in-kind contributions.

Work with ACOR's Board of Trustees

- ❖ Maintain a collaborative working relationship with the Board, including frequent communications with the Board President.
- ❖ Collaborate with the Board on strategic planning and lead plan implementation.
- ❖ Keep Board members informed of ACOR's activities and events; present a formal written report semi-annually at Board meetings.
- ❖ Participate in semi-annual Board meetings and quarterly Executive Committee meetings.





The Candidate

The ideal Director will be a model of ACOR's values within Jordan. The Director will have the expertise and cultural sophistication to earn the trust of ACOR's Jordan-based staff and the Jordanian partners with which ACOR works; the utmost respect for Jordan's people and their cultural heritage; and a sophisticated ability to assemble, lead, and inspire people from diverse backgrounds—including staff, colleagues, and external partners and funders—in the achievement of ACOR's cultural collaborations and mission.

Background

- ❖ At least 10 years of distinguished work experience in one or more of the following areas: academia, cultural resources management, foreign affairs, business, or non-profit organization management.
- ❖ At least 5 years of experience managing and supervising staff.
- ❖ Ph.D. or equivalent in Middle Eastern studies, archaeology, history, art history, sociology, political science, or anthropology.

Required Qualifications

- ❖ Familiarity with the history and archaeology of the Middle East, knowledge of the principles of archaeological preservation and conservation, and a commitment to an adherence to them in ACOR's field work.
- ❖ Demonstrated ability to lead, manage, and organize staff to achieve and exceed goals.
- ❖ Ability to maintain a positive, collegial, and collaborative work environment that motivates and engages others.

- ❖ Strong organizational abilities, including planning, delegating, and assessment.
- ❖ Strong written and oral communication skills.
- ❖ Sophisticated ability to navigate cross-cultural encounters and exchanges.
- ❖ Strong interest in making a home in Jordan and working with Jordanians on ACOR's behalf.

Desired Qualifications

- ❖ Solid budget management skills, including budget analysis, preparation, and reporting.
- ❖ Record of successful fundraising and donor relations in the non-profit sector; includes experience building relationships with U.S. granting agencies, such as USAID.
- ❖ Experience serving as a representative of an organization, including the delivery of public remarks, formal lectures, dynamic advocacy, and other forms of outreach.
- ❖ Experience working overseas, especially in the Middle East.
- ❖ Experience working in or with non-profit organizations, in a staff or volunteer role.
- ❖ Arabic language skills are highly desirable.





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Applications can be submitted at
<http://driconsulting.com/available-positions/>
or via email to search@driconsulting.com.

Applications must be received by July 5, 2019.

All first-round interviews for this position will take place at Development Resources, *inc.* at 1820 N. Fort Myer Drive, Suite 702, Arlington, VA 22209, (703) 294-6684, or via telephone/video conference.

DRi is an executive search and development consulting firm that recruits senior leaders and works with them to build talented teams, create bold strategic plans, and design powerful fundraising programs.

The American Center of Oriental Research is an Equal Opportunity Employer and is seeking a diverse slate of candidates for formal consideration.



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