



Senior Program Officer, Scholarly Communications

The [Andrew W. Mellon Foundation](#) (“Foundation”) invites nominations and applications for the position of Senior Program Officer (“SPO”) for Scholarly Communications (“SC”) to succeed [Donald J. Waters](#), who is retiring after 20 years of dedicated and exceptional service.

The Foundation is a not-for-profit, grantmaking organization that seeks to strengthen, promote, and defend the contributions of the humanities and the arts to human flourishing and to the well-being of diverse and democratic societies. Scholarly Communications, which was established under the Foundation’s umbrella in 1999, is one of the Foundation’s four core program areas. Through this program, the Foundation assists libraries, archives, museums, universities, presses, and arts organizations in realizing the potential of digital technologies to further the collective understanding of societies and cultures around the world. As it exists today the program promotes the common good by supporting the creation, dissemination, use, and preservation of original sources, interpretive scholarship in the humanities, and other scholarly and artistic materials. Scholarly Communications grants have given rise to scores of nonprofit enterprises, including: [Artstor](#), [Digital Public Library of America](#), [Hypothes.is](#), [Ithaka](#), [LOCKSS](#), and [Portico](#); dozens of new types of professions, such as scholarly communications librarians, digital repository managers, digitization specialists, and data curators; and a large variety of standards and digital tools for knowledge-making. Broadly, the program aims to develop the sustainable tools, organizations, and networks of scholars and other professionals needed for these purposes, thereby making these resources available for potentially broader audiences and users.

The successful candidate will be an individual who is deeply immersed in innovative conversations around the challenges and opportunities that exist in the field of scholarly communications today and its future. Drawing upon her/his/their academic background and administrative experience in a related field, the next SPO will ensure that cultural and scholarly records are preserved for future work, teaching, and research; that records are accessible broadly; and that the economics surrounding this work are viable outside of for-profit industries. She/he/they will also embrace the possibility of reimagining and redefining this program area to best meet the challenges and opportunities of today through initiatives such as prioritizing the support of community-engaged research and knowledge or building previously underprioritized areas, in addition to the work traditionally supported by the Foundation.

Leadership and Governance

Since 1969, The Andrew W. Mellon Foundation has demonstrated an abiding commitment to the humanities and the arts. To this end, it supports exemplary institutions of higher education and culture as they renew and provide access to an invaluable heritage of ambitious, path-breaking work. Since its inception, the Foundation has paid out nearly \$6B in grants. At the end of 2017, its endowment totaled approximately \$6.8B.

[Elizabeth Alexander](#) joined the Foundation as its seventh president in 2018. With more than two decades of experience leading innovative programs in education, philanthropy, and beyond, Ms. Alexander builds partnerships at Mellon to support the arts and humanities while strengthening educational institutions and cultural organizations across the world. Prior to joining the Foundation, Ms. Alexander served as the director of Creativity and Free Expression at the Ford Foundation. In this capacity, her work focused on the intersection between the arts, social justice, and mass incarceration. There, she co-designed the Art for Justice Fund—an initiative that uses art and advocacy to address the crisis of mass incarceration—and guided the organization in examining how the arts and visual storytelling can empower communities.

A poet, essayist, and scholar, Ms. Alexander brings extensive experience in higher education to the Foundation. She was the Wun Tsun Tam Mellon Professor in the Humanities at Columbia University from 2015 until 2018. Between 2000 and 2015, Ms. Alexander taught at Yale University, where she was a professor in the departments of African American Studies, American Studies, and English, helping rebuild the African American Studies department while serving as its chair for four years. In 2015, she was appointed as Yale's inaugural Frederick Iseman Professor of Poetry. At Smith College, she was the Grace Hazard Conkling Poet-in-Residence and the inaugural director of the Poetry Center. While assistant professor at the University of Chicago, she was awarded the Quantrell Prize for Excellence in Undergraduate Teaching.

Ms. Alexander earned a BA from Yale University, an MA from Boston University, and a PhD in English from the University of Pennsylvania. She holds honorary doctorates from Yale University, Haverford College, Simmons College, and the College of St. Benedict. Ms. Alexander is a chancellor of the Academy of American Poets and serves on the board of the Pulitzer Prize.

An accomplished Board of Trustees supports the work of President Alexander and the Foundation broadly. Between eight and ten Directors comprise the Board, and Directors are elected at each annual meeting. The officers of the board include a Chairman, Secretary, Chief Investment Officer, and other officers as the Trustees may, from time to time, elect. The President of the Foundation also serves as a member of the Board in an *ex officio* capacity. Directors advise the Foundation on grantmaking priorities and bring a wealth of personal and professional experience with them. The current Directors include:

- [Kathryn A. Hall](#), Board Chair: Founder and Co-Chair, Hall Capital Partners LLC
- [Richard H. Brodhead](#): President Emeritus, Duke University
- [Katherine G. Farley](#): Former Senior Managing Director, Tishman Speyer
- [Joshua S. Friedman](#): Co-Founder, Co-Chairman, and Co-Chief Executive Officer, Canyon Partners LLC
- [Heather Gerken](#): Dean, Yale Law School
- [Thelma Golden](#): Director and Chief Curator, The Studio Museum in Harlem
- [Glenn D. Lowry](#): Director, Museum of Modern Art
- [Eric M. Mindich](#): Chief Executive Officer, Eton Park Capital Management, L.P.
- Sarah E. Thomas: Former Vice President for the Harvard Library, Harvard University

Diversity

Mellon's commitment to diversity, inclusion, and access dates back to its inception. In the 1970s, the Foundation supported programs such as A Better Chance (ABC), and in the 1980s, it established the Mellon Mays Undergraduate Fellowship Program. The Foundation has funded: initiatives to diversify the professoriate; research that led to the founding of the Posse Foundation; and long-term support of post-doctoral programs aimed at facilitating the progress of early career faculty of color. Across its history, the Foundation has spurred diversification efforts in higher education, particularly in the United States and South Africa.

Previous to March 2019, the Mellon Foundation maintained a distinct program funding division specifically focused on such diversity initiatives. However, given that diversity has been and remains a key focus that cuts across all of Mellon's grantmaking in support of higher education, the humanities, and the arts, the Foundation merged the program with the Higher Education and Scholarship in the Humanities (HESH) program area. Within this merger, Senior Program Officer [Armando Bengochea](#) and his talented team continue to lead the Mellon Mays Undergraduate Fellowship Program, as well as the important portfolio of grants to Historically Black Colleges and Universities, Hispanic-Serving Institutions, Tribal Colleges and Universities, and other minority-serving entities. The formal integration of the Higher Education and Diversity programs makes the essential work of promoting diversity, access, and belonging even more central and prominent in the Foundation's work across the higher education sector. It also underscores that rigorous, discerning inclusion is critical to the Foundation in all of the sectors in which it works.

Programs

Collaborative planning by the Foundation and its grantee institutions generally precedes the giving of awards and is an integral part of grantmaking, as the Foundation seeks to continue with programs long enough to achieve meaningful and measurable results. Through its grantmaking, the Foundation seeks to strengthen institutions' core capacities while promoting and defending the centrality of the humanities and the arts to human flourishing and the well-being of diverse, fair, and democratic societies. To this end, the Foundation makes grants to support exemplary and inspiring institutions of higher education and culture in the following four core program areas:

Arts and Cultural Heritage

The [Arts and Cultural Heritage](#) program seeks to nurture exceptional creative accomplishment, scholarship, and conservation practices in the arts while promoting a diverse and sustainable ecosystem for these disciplines. The program supports the work of outstanding artists, curators, conservators, and scholars, and endeavors to strengthen performing arts organizations, art museums, research institutes, and conservation centers. Particular emphasis is given to programs that focus on new media and multidisciplinary arts; broaden public access to and understanding of the arts; enhance diversity and inclusion in arts organizations; foster collaborations between institutions of higher education and the arts; and address vulnerabilities distinctive to the arts, such as the financial health of small arts organizations and emergency preparedness and response.

Higher Education and Scholarship in the Humanities

Through the [Higher Education and Scholarship in the Humanities](#) program, the Foundation assists colleges, universities, and research institutes. Among these institutions are: research universities, liberal arts colleges, Historically Black Colleges and Universities, Tribal Colleges and Universities, and Hispanic-Serving Institutions. In practical terms, this means helping institutions train scholars and produce scholarship in the humanities broadly conceived; fostering practices of diversity and inclusion and promoting the social value of the humanities; responding to the economic, demographic, financial, and technological challenges affecting higher education; and expanding access and supporting degree completion. Currently, priority is given to programs that foster curricular innovation; provide professional development to academics across career stages; employ traditional and non-traditional means to help colleges and universities diversify student populations; research broad structural questions in higher education; and aim to increase understanding of diversity and efforts at diversification and inclusion, among other forward-looking and inventive priorities.

International Higher Education and Strategic Projects

The Foundation's promising experience in South Africa justifies targeted extension of its work to other countries or regions where the Foundation's commitment to the humanities, the arts, and higher education could contribute to stabilizing fragile democracies and creating favorable conditions for their participation in global networks of research and culture. In its next phase of development, the [International Higher Education and Strategic Projects](#) program will stress partnerships with institutions already supported by the Foundation, especially on issues of global grand challenges. The program's overarching purpose is to help these institutions become durable and capable of contributing to social cohesion as well as to assist them in constructing educational systems that serve the interests of society at large. In order to bolster the capacities of academic and cultural institutions and of the people working within them, the program provides professional and financial resources in support of teaching, learning, scholarship, and effective scholarly communication, and will encourage its grantees to find ways to share the benefits of this work with the public at large. The program encourages proposals that are attentive to the common challenges facing humanity and to the need for interdisciplinary and international scholarly collaboration oriented toward trans-hemispheric or global solutions. New areas and strengthened emphases include programs that engage scholars in all academic disciplines in the joint study of a core societal problem; mobilize humanistic scholars and artists to participate in interdisciplinary and international collaborations; share the benefits of teaching, learning, and research with the public; and coordinate international grantmaking across all program areas in order to heighten the salience of global contexts in all grantmaking.

Scholarly Communications

Digital technologies have transformed how knowledge is embodied, organized, disseminated, and preserved. Use of these technologies has the potential to expand and equalize access to cultural and scholarly resources across sectors of society. The [Scholarly Communications](#) program promotes the common good by supporting the creation, dissemination, use, and preservation of original sources, interpretive scholarship in the humanities, and other scholarly and artistic materials. The program aims to develop the sustainable tools, organizations, and networks of scholars and other professionals needed for these purposes. In pursuit of these goals, the current Scholarly Communications grant portfolio includes ambitious, multi-year, multi-stage, collaborative grants that promise to change scholarly practice in ways that advance teaching, research, preservation, and publication. The Foundation manages the funding of these high-risk, high-reward projects by insisting on a step-by-step, phased funding approach for planning, proof-of-concept, implementation, and integration into the broader system of scholarly communication. Preference is given to programs that support publication of the scholarly and cultural record, its preservation over time, and access to its use.

Search for the Next Senior Program Officer, Scholarly Communications

Embracing an exciting opportunity to reimagine and potentially rename the program, this Senior Program Officer will creatively shape and direct the Foundation's grantmaking in what is now known as scholarly communications, participate as a senior member of the Foundation's program leadership team, and serve as a source of information and expertise about developments and opportunities in the broad domain of scholarly communications. While this program currently supports initiatives across the United States and internationally in institutions that help build or strengthen the preservation of scholarly communications, the scope and focus of the program will be expanded and advanced under the new SPO's leadership. The SPO supervises a small team of colleagues; she/he/they will encourage, inspire, and focus program staff in Scholarly Communications to best advise the EVP and the President on broader strategic concerns. Given that the Foundation is the nation's largest funder in the arts and humanities, the Scholarly Communications Program Officers oversee and manage a large and complex budget in partnership with Foundation leadership. The SPO actively contributes to various collective activities and special initiatives of the Foundation and helps maintain a diverse, inclusive, collegial, and highly effective work environment.

Responsibilities

The primary responsibilities of the SPO may include but will not be limited to:

- Providing intellectual and operational leadership in the SC program, which includes expanding the impact of the program;
- Staying abreast of developments in higher education, scholarly communications, and information technology as they affect and guide programmatic objectives;
- Maintaining and developing relationships with organizations and other funders in the field;
- Identifying new organizations that traditionally have been underserved by granting institutions but contribute to the Foundation's overall strategic goal of contributing to the well-being of a diverse and democratic society;
- Meeting with and convening experts to conceive, define, and organize grantmaking programs;
- Conceiving of and managing multiyear grant programs;
- Interacting with presidents, provosts, deans, scholars, librarians, archivists, technologists, publishers, consortia directors, and others from organizations that seek or receive support from SC;
- Inviting, evaluating, and offering guidance to potential grantees on the development of proposals;
- Preparing grant recommendations, essays, and reports for the Foundation's Board of Trustees and participating in quarterly Board meetings;
- Managing the review of all post-award narrative and financial reports;
- Tracking program priorities and managing program budgets;
- Traveling to grantee institutions to observe sponsored activities and attending professional meetings to advance the work of the SC program;
- Evaluating SC-supported initiatives;
- Recruiting, cultivating, mentoring, and supervising program staff;
- Engaging collaboratively with Foundation leadership and other program and functional areas in advancing aspects of the Foundation's mission and providing assistance with grantmaking initiatives that involve the use of information technology;
- Contributing content to the Foundation's communications platforms, including blog posts, newsletter stories, and edited transcripts of public talks; and,
- Contributing to additional programmatic activities the Foundation may require, as called upon.

Desired Qualifications and Characteristics

The Foundation's next Senior Program Officer will have: a boundless passion for the work of the Foundation and the scholarly communications program specifically; a deep familiarity with higher education administration; and a commitment to academic excellence. She/he/they will contribute to the collegiality found at the Foundation and will demonstrate integrity at all times. Additionally, the next SPO will possess the following qualifications and characteristics:

- A PhD in the humanities or social sciences, or the equivalent combination of advanced education and experience;
- Significant administrative experience at an institution of higher education, museum, library, or similar organization;
- An inclination toward creative, progressive, cross-disciplinary, and innovative thinking;
- Understanding of processes, policy issues, and trends in scholarly communications and information technology, including new media and digital discourse;
- Facility with cutting-edge digital capabilities relevant to this work and experience running technical projects;
- Superior organizational, project, and resource management skills and experience managing large and complex programs and budgets;
- Ability to work independently and possession of exquisite organizational and time management skills needed to meet regular deadlines;
- Willingness to travel domestically and internationally;
- Commitment to a diverse, inclusive, collegial, and highly effective work environment and collaboration with colleagues in all of the Foundation's programs and functional areas;
- Strong record of publication in the candidate's field;
- Exceptional editorial judgment and meticulous writing and copyediting skills;
- Ability to communicate with constituencies who may not be technically oriented;
- High level of maturity and empathy and highly developed interpersonal skills;
- Demonstrated capacity for team building, mentoring, and leadership; and,
- A sense of humor and proven competence in interpersonal communication, including public speaking.

Applications and Nominations

Screening of applications will begin immediately and will continue until the position is filled. For best consideration, please send all nominations, inquiries, and applications, electronically and in confidence, to:

Shelly Weiss Storbeck, Managing Partner
Anne Koellhoffer, Senior Associate
Storbeck / Pimentel & Associates, LP
MellonSPOSC@storbecksearch.com

For more information, please visit the Foundation's homepage at <https://mellon.org>.

The Foundation is an equal opportunity employer that offers a competitive salary, outstanding benefits, and excellent working conditions.