An exceptional opportunity awaits the next Director of Duke University Press. Having benefited from years of strong leadership, the Press is well positioned to explore new fields that complement and expand on existing strengths. We seek a candidate who will expertly navigate new opportunities in a rapidly changing scholarly communications landscape, and who will work to more fully integrate the Press with the University’s mission to enhance global scholarship. The new Director will lead a highly motivated and professional staff, collaborate with faculty who support the mission of the Press, communicate with University partners in the schools, institutes, and libraries, enjoy the support of an Administration eager to see the Press grow and flourish, and reflect the University’s commitment to diversity and inclusion as essential components of a community built on collaboration, innovation, creativity, and belonging.

The Director is responsible for all Duke University Press activities, including editorial, marketing, production, and business functions for both books and journals publishing. Overseeing a staff of 134, the Director reports to the Provost through the Vice Provost for Interdisciplinary Studies and works closely with the Editorial Advisory Board, consisting of faculty members appointed by the Provost, and the Office of the Executive Vice Provost.

The Director is responsible for the following specific activities:

1. **Strategic Planning.** The Director is responsible to the Provost for ongoing strategic planning for the Duke University Press that provides a long-range vision, specific strategies for sustaining key areas of strength and exploring new opportunities, and detailed administrative and fiscal provisions to ensure the excellence of Duke University Press and its publishing programs. In exercising this planning leadership, the Director of the Press works closely with the Editorial Advisory Board, the staff of the Provost’s Office, and other senior administrators as appropriate.

2. **Editorial Leadership.** The Director is responsible for the breadth, depth, and editorial quality of the University's publishing program through its publication of individual books (now approaching 140 per year), book series, journals (59 total as of 2019), and other publications. The Director works closely with the Editorial Advisory Board and other members of the faculty in achieving editorial excellence in the Press’s publishing program.

3. **Operations Management.** The Director is responsible for the oversight, staffing, and coordination of each of the Press departments responsible for acquiring, editing, producing, marketing, and distributing books and journals; and for sustaining an appropriate administrative infrastructure to support this work. This arena includes ongoing evaluation of internal and externally-facing web platforms; and development/maintenance of relationships with scholarly database providers; engagement with open source platforms, where appropriate.

4. **Financial Planning, Budgeting, and Control.** The Director is responsible to the Provost for the fiscal operations of Duke University Press, including appropriate stewardship of financial planning and budgeting, the execution of budget plans, and the maintenance of financial controls and records.
5. **Internal and External Relations.** The Director is responsible for representing the Press to all units at Duke University, including the Schools, the Libraries, the university-wide institutes, initiatives, and centers, the Development Office, the office of Foundation Relations, the University Counsel’s Office, and the Office of Informational Technology; and also to external constituencies, including other publishers and potential publishing partners, the media, professional bodies and scholarly organizations, and (potential) funders. A track record with fundraising and/or grant applications would be desirable; interest in developing skills in these areas is a must.

Duke University is an Affirmative Action/Equal Opportunity Employer committed to providing employment opportunity without regard to an individual’s age, color, disability, gender, gender expression, gender identity, genetic information, national origin, race, religion, sex, sexual orientation, or veteran status.

Duke aspires to create a community built on collaboration, innovation, creativity, and belonging. Our collective success depends on the robust exchange of ideas—an exchange that is best when the rich diversity of our perspectives, backgrounds, and experiences flourishes. To achieve this exchange, it is essential that all members of the community feel secure and welcome, that the contributions of all individuals are respected, and that all voices are heard. All members of our community have a responsibility to uphold these values.