

EXECUTIVE DIRECTOR

CENTRAL WISCONSIN SYMPHONY ORCHESTRA

Job Title: Executive Director

Reports To: Board President and Board of Directors

Key Colleague: Music Director

Supervises: Office Manager, Education Programs Manager, Youth Orchestra Program Manager, Youth Orchestra Music Director, Youth Philharmonia Conductor, Music Librarian, Interns, and volunteers

About the CWSO

The Central Wisconsin Symphony Orchestra, established in 1948, is a regional, professional organization, serving the residents of Central and Northern Wisconsin. The orchestra's mission is to enrich, engage, and educate through the power and performance of live music, with a vision of serving as a center of artistic excellence. Through leadership and partnerships, the CWSO nourishes spirits, and develops intellectual and creative capital, adding value for all.

Job Summary:

Join the Central Wisconsin Symphony Orchestra (CWSO) as our next Executive Director and play a key role in bringing classical music to life in our community. This full-time position requires a hands-on leader who can manage multiple projects, guide strategic direction, enhance operations and achieve results. The ideal candidate will have expertise in orchestra management, a strong track record in financial and budgeting matters, and enthusiasm for fundraising and donor acquisition. As the face of the organization, you will build strong community partnerships and demonstrate excellent communication, multitasking, and decision-making skills under pressure. If you're ready to lead with impact and orchestrate success, we invite you to apply.

Objectives of This Role

- Work closely with the board of directors and committees to assess and address issues affecting the organization;
- Effectively build community, business and individual donor relationships to meet the organization's operational, capital and cash flow needs;
- Oversee daily operations of the organization, providing executive direction for programs, compliance, and quality assurance;

- Identify and address staffing requirements for efficient operations, and maintain a strong, positive work culture that attracts and retains staff while delivering upon the CWSO mission;
- Increase awareness of the organization by being the main spokesperson and liaison to local media;
- Comply with all federal, state and local regulations as well as the organizational by-laws.

Responsibilities

- Create business plans for achieving goals and objectives set in collaboration with the board of directors;
- Meet aggressive annual fundraising targets, in partnership with the board of directors by securing financial support from foundations, corporations, individual donors, and government funding sources;
- Work with staff and board on Summer Solstice fundraising benefit and other identified events;
- Oversee all external communications, including website, marketing, collateral materials, donor and public communications, and social media;
- Serve as the face of the CWSO and participate in external events to increase CWSO visibility, credibility, and brand while developing strategic partnerships to further increase awareness, expand programs, and grow concert attendance;
- Build and lead an effective team that's dedicated to fulfilling the organization's mission through highly successful performances, programs, community engagement, and fundraising.
- Keep abreast of activities and developments in the orchestra field and advise the Board regarding matters which may be helpful to promote CWSO objectives;
- Perform other duties as assigned by the President of the Board.

Preferred skills and qualifications

- Demonstrate competence in senior management, preferably with nonprofit organizations;
- Strong experience in fundraising, budget management, grant writing and marketing;
- Proven success in working with a board of directors;
- Entrepreneurial multi-tasker;
- Dynamic, driven and charismatic team player who enjoys being the public face of an organization;

- Bachelor's degree or commensurate experience;
- Experience as a musician or in arts management;
- Exceptional verbal, written and presentation skills.

Compensation and Benefits

CWSO offers a salary of \$48,000 and a benefits package.

Applications and Inquiries

Please submit a cover letter and resume (electronic submissions preferred) by July 12, 2024:

CWSO

Al Chaney

President, Board of Directors

Email: alchaney@chaneymarketing.com

Central Wisconsin Symphony Orchestra is an equal-opportunity employer that welcomes any qualified applicant and values diversity, equity, access, and inclusion.