

Tuesday Musical Executive Director

About the Organization

Tuesday Musical Association is an Akron, Ohio performing arts organization whose mission is to provide a premier concert series for the community, a comprehensive educational and scholarship program for young people and performing and listening opportunities for members and guests.

About the Job

We seek an Executive Director who has a passion for classical music and previous experience in performing arts program management.

Responsibilities:

- With the Board, establish goals and objectives as outlined in the Strategic Plan
- Provide the overall artistic vision for concerts, education, programs and community outreach
- Develop and manage the concert series with committee and Board approval
- Develop and implement educational outreach activities
- Work with the Treasurer and Board President to prepare and oversee a \$700,000 budget and assure operations follow budgetary guidelines
- Assure that Board President and appropriate Board members are alerted to any issues, internal or external, that require board action.
- Manage staff of three assuring their performance meets established goals and expectations
- Grow membership and donor base, build audiences, and increase the organization's visibility in the community
- Provide leadership in donor relations, annual fund campaign and grant development
- Represent Tuesday Musical in the community and all other settings
- Manage day-to-day operations of the organization

Requirements:

- Master's Degree in Arts Management or related field preferred
- Minimum five years of experience in Arts Management
- Knowledge and experience planning classical music concert series
- Knowledge of international/national performers, management companies and contract negotiation
- Excellent communication and presentation skills
- Proven management abilities

Compensation:

- Salary - \$55,000 - \$60,000
- Generous benefits package

Application Process:

- Send cover letter, resume and list of references to search@tuesdaymusical.org
- Only applications sent to this address will be considered
- No phone calls please
- Applications will be accepted until the position is filled; interviews will begin on a rolling basis

Contact Information:

- More details about our organization can be found at www.tuesdaymusical.org
- Email: search@tuesdaymusical.org