

**Executive Director**  
**Longmont Symphony Orchestra, Longmont, CO**  
**Posted: February 3, 2020**

**Summary**

The Executive Director will serve as the organization's Chief Executive Officer. The position requires managing all human and financial resources to ensure the Symphony successfully achieves its mission, vision, and goals by developing effective fundraising strategies, ensuring sustained financial growth, artistic vibrancy, education outreach, and community engagement. The Executive Director will report to the Board of Directors.

**Roles & Responsibilities**

The Executive Director will be responsible for:

- Managing all aspects of the organization's operations.
- Executing the mission, vision, policies, and goals established by the Board of Directors.
- Assuring adequate financial resources to successfully achieve the orchestra's priorities.
- Taking a leadership role with the Development Committee in creating, implementing, and evaluating fund-raising strategies.
- Collaborating with and supporting the Music Director to ensure successful performances.
- Cultivating a dedicated donor base to meet short and long-term financial goals.
- Engaging and nurturing patrons and season ticket holders.
- Supervising and supporting the Office Manager, Marketing Consultant, and Orchestra Staff.
- Becoming a public face of the Symphony in community activities.
- Establishing a solid working relationship with the LSO Guild and Volunteers.

**Qualifications**

- BA/MA in Arts Administration or closely related field.
- At least three years of senior management experience in a non-profit organization.
- Working knowledge of orchestral music operations preferred, but not critical.
- Demonstrated success in building and nurturing positive relationships with patrons and donors.
- Experience in designing and leading non-profit development strategies and fundraising campaigns.
- Passion for building and nurturing symphonic music throughout the greater Longmont community.
- Solid financial management experience and budgeting skills.
- Strong work ethic, interpersonal skills, and creativity.

**Compensation**

Salary range is \$40 to \$50k depending upon qualifications and experience. Full Time. Includes annual paid vacation.

**Application Process**

Please submit a letter of interest and resume as a .pdf file with your first and last name in the titles to: Robert Pilkey, Search Committee Chair, at [Isoedsearch@gmail.com](mailto:Isoedsearch@gmail.com) This job posting will close February 28, 2020.