



VICTORIA  
CONSERVATORY  
OF MUSIC



# VICTORIA CONSERVATORY OF MUSIC

## Dean

### Executive Search



#### The Organization

Located on the Ləkʷəŋən traditional territory, known today as the Songhees, Xwsepsum (Esquimalt), WSÁNEĆ (Tsartlip, Tseycum, and Tsawout) and Scia'new (Beecher Bay) Nations, the Victoria Conservatory of Music identifies equity, diversity, inclusion, accessibility, and reconciliation among its guiding ideals, and encourages applications from candidates of all identities and backgrounds.

The Victoria Conservatory of Music is much more than a music school: it is a creative hub where music, technology, and vision converge – an environment where students can stretch their musical imaginations and audiences listen together. The Conservatory's beautiful Alix Goolden Performance Hall is a premier, 135 year-old concert space for the Greater Victoria region. Known as the largest independent music school in Western Canada, the Conservatory is also a place where people come for the health and wellness benefits that music brings through the nation's largest and most impactful music therapy service.

A not-for-profit charitable organization with a \$6m annual operating budget and a number of long-term funds held at the Victoria Foundation, the Conservatory recently updated its strategic plan (<https://vcm.bc.ca/news/2024-27-strategic-plan/>) and celebrates its 60th anniversary this year following a decade of tremendous growth, including the founding of a contemporary music school, a school of music technology and creativity, and an expansion into nearby Langford, one of the fastest growing municipalities in BC.

The Victoria Conservatory of Music's latest Community Impact Report can be found here: [https://vcm.bc.ca/wpcontent/uploads/2024/09/Impact-Report-2023-24\\_web.pdf](https://vcm.bc.ca/wpcontent/uploads/2024/09/Impact-Report-2023-24_web.pdf).

## The Opportunity

The Dean of the Victoria Conservatory of Music has the responsibility and authority to direct and manage music-related programming for the Conservatory, including overseeing the integrity and visibility of the community and postsecondary education programs, music therapy, adaptive learning, and wellness programs, in order to ensure the Conservatory continues to develop and build its reputation as a leading centre in Canada for music education, performance, and wellness.

As a key member of the Conservatory's executive team, the Dean actively participates in setting the strategic direction for the Conservatory. The Dean is accountable for leading the Conservatory's education and artistic vision and ensuring the effective functioning of all aspects of the programming operations to support and meet the targets of the Conservatory's strategic plan.

The Dean is a leader in developing and maintaining a safe, welcoming, productive, and inspiring environment for learning, performance, and wellness wherever the Conservatory's programs are delivered.

## The Victoria Community

Voted the #1 Best Small City in the World by Conde Nast Readers in 2024 and nominated in 2024 as one of the world's best visitor cities, Victoria is located on the southern tip of Vancouver Island on the homelands of the Songhees Nation and the Xwsepsum Nation. It's a forward-thinking, active community.

The capital city of British Columbia, Victoria is home to a dynamic, thriving economy, vibrant arts and culture scene, and unparalleled natural environment enjoyed by residents and visitors. Sustainability, health, and well-being are the cornerstones of creating a prosperous and inclusive future. Approximately 94,000 people call Victoria home and it serves as the economic and entertainment centre for BC's Capital Region, which services a population of approximately 400,000. In combination with the ocean views and mountain vistas, Victoria is an excellent place for year-round recreation. Shorter commutes and a multi-modal transit system make getting to work better and faster. Coffee shops, restaurants and craft breweries celebrate local ingredients and producers. After work and on weekends, the lively local cultural scene, outdoor recreational opportunities and family-friendly parks and services keep everyone busy and healthy.



## Role and Responsibilities - Dean, Victoria Conservatory of Music

### Key Accountabilities in Educational, Artistic & Music Therapy/Wellness

The Dean collaboratively supervises all department heads who form the Artistic Directorate, which plans and directs all activities within the Conservatory's program areas.

#### Program areas include:

- Ann & George Nation Conservatory School of Classical Music
- Chwyl Family School of Contemporary Music
- School of Music Technology & Creativity, including Early Childhood Music and Music Outreach
- Department of Postsecondary Studies
- Centre for Music Therapy & Wellness

#### Program oversight includes:

- Developing Curriculum, services development, and ongoing artistic assessments of all programs
- Creating and Managing modes and environments of program delivery
- Actively provides the development of budget planning and ongoing fiscal management
- Ensures the quality of programming and artistic integrity of all program-related public performances by students and/or faculty
- Manages faculty service-related matters

#### Specific Responsibilities Include:

- Creating opportunities for Community Studio (Individual), Group, and Ensemble Instruction models and Fall | Winter | Spring | Summer terms
- Provides oversight of Postsecondary and other advanced training credentialed and non-credentialed programs that are delivered through the Conservatory | Camosun College partnership or the Conservatory's designations with the Private Training Institutes Branch of the BC Ministry
- Works collaboratively in the development of Music Therapy, Adaptive Learning and Wellness Programs

#### Management and Administration

- Creates all Artistic Programming, provides Staff Management and their Development
- Is the leader in all Faculty Management areas
- Provides Budget and Operational oversight
- Is actively involved in Fundraising and Stakeholder Engagement
- Provides oversight of registration policies, procedures, and systems
- Collaborates with the Events and Partnerships team, developing performance initiatives and overseeing flagship concerts
- Is responsible for the hiring, management, performance evaluation, and termination of artistic staff, faculty, and members of the Artistic Directorate Committee in conjunction with the CEO

## Visibility and Reputation of the Conservatory

- The Dean will play a vital role in enhancing the visibility and positive reputation of the Conservatory
- Creates programs, opportunities, and activities that enhance the Conservatory as a Western Canadian preeminent centre for music excellence
- Maintains a cohesive collaboration between the Artistic Directorate Committee, the Director of Marketing and Communications
- Drives student recruitment initiatives and activities
- Serves as an *ex-officio* member of the Board of Governors
- Facilitates the meetings and work of the Artistic and Academics Board Committee
- Represents the artistic, educational, and music-therapy perspectives and activities to the CEO and Board of Governors

## Key Characteristics

The successful candidate will have outstanding **leadership** experience and a passion for education. With strong **interpersonal** skills and a **proactive approach** to learning, the Dean will build on the Victoria Conservatory of Music's past success while being **creative and innovative** with future strategic and programming opportunities.

A natural **collaborator** with excellent **interpersonal skills**, the Dean will be a **future thinker** with a **visionary** approach and an ability to build trust by demonstrating responsible leadership. The successful candidate will understand how to maximize initiatives and places a high value on communication. They will have the proven capacity to cultivate effective relationships with multiple stakeholders, lead a high-performance team, and produce results within the educational, programmatic, financial, strategic, and operational realities of the Conservatory and the Community.

A personable **self-starter adept at multitasking and problem solving**, the Dean will have a **high degree of emotional intelligence** and values **teamwork** and **collaboration**. The Dean will understand the importance of **external stakeholder focus** and will be a motivated ambassador and advocate for an organization in a vibrant and increasingly diverse community. The ideal candidate will be comfortable engaging in conversations that generate revenues, build effective partnerships, deepen engagement, and advance innovative approaches to programs, presentations, and educational and community opportunities.

A natural **decision-maker** who is **creative and resilient**, the Dean will embrace a healthy organizational culture based on strategic, artistic, and operational partnerships. With insight and experience in leveraging financial, human, and technological resources, the Dean will also be adept at **planning and organizing**.

## Experience

The ideal candidates will have five to ten years of progressive leadership experience, with a minimum of a Master's degree preferred. The new dean will be a nationally recognized professional musician with a demonstrated track record as a performer and/or creator, as well as a well-respected and successful arts administrator. A history of work in a leadership role within an institution of music education and proven accomplishments in financial oversight of a non-profit arts organization will be an asset. The new Dean should also have experience with program development, project direction and management, with the ability to effectively supervise colleagues and build teams through a collegial management style. Potential candidates are required to have the legal ability to work in Canada.

## Compensation & Benefits

The annual salary range is \$115,000-\$125,000, commensurate with experience, plus four weeks of paid annual vacation and an additional week during an institutional closure for the December holidays. The Victoria Conservatory provides health and retirement benefits, which are 100% paid by the Employer. In addition, there is an RSP group program at BMO with matching contributions of up to 5% of salary and paid wellness and Sick Leave provisions.

## Application Instructions

Victoria Conservatory's Dean Search is led by Martin Bragg, Nicola Dawes, and Sarah Geddes of Martin Bragg & Associates. Please email your letter of interest and resume confidentially with a summary of demonstrable accomplishments on or before **January 10, 2025**, in Word or PDF format to Martin Bragg & Associates at [victoriac conservatory@mbassociates.ca](mailto:victoriac conservatory@mbassociates.ca). Qualified candidates are encouraged to apply, and all applicants will receive an acknowledgment of their application. All successful applicants for positions at the Victoria Conservatory of Music must undertake a current Criminal Record check. The review of applications will begin immediately and will continue until the position is filled. No phone calls, please.

The Victoria Conservatory of Music and Martin Bragg & Associates are committed to an open and transparent hiring process and encourage applications from diverse communities. As such, we promote policies, practices, and programs that create a dialogue toward mutual understanding. We welcome all applications from people of color, Indigenous peoples, people with disabilities, people of all sexual orientations and genders, and others who may contribute to the further diversification and advancement of the arts in our community.

