



Executive Director, Spokane Symphony

Purpose

We bring the power of music to life.

About Us

Spokane is a vibrant place where the arts thrive, and the outdoor environment inspires. Spokane's people and institutions are committed to support and celebrate local-to-global creators, actors, and musicians and to offer diverse ways for all people to access inspiring cultural experiences.

We believe orchestral music nurtures the human spirit, enhances the quality of life, and is integral to the preservation and the evolution of culture. The Spokane Symphony provides professional orchestral performances, education programs, and community enrichment to the Inland Northwest to transform lives through the power of music.

Spokane Symphony Website: <https://foxtheaterspokane.org/>

Spokane Informational Website: <https://visitspokane.com>

About the Role

The Executive Director reports to the Board of Directors through the Board Chair. In close partnership, the Music Director and the Executive Director are the strategic leaders of the Spokane Symphony; the Executive Director ensures day-to-day coherence through operational excellence. The Executive Director prioritizes fundraising and designs and implements sound financial policies and decisions for the organization. The Executive Director serves as an ambassador for the Spokane Symphony and is involved in the community and its organizations. The Executive Director works together with the Music Director and the Board of Directors, and the Fox Theater staff, to further the Symphony's purpose in bringing the power of music to life through performances, education, and community engagement.

Key Responsibilities

Leadership with a Growth Mindset:

Serve as the strategic and operational leader of the Spokane Symphony to inspire professionalism, explore new ideas for growth, and collaborate well with key figures including staff, Board of Directors, Symphony musicians, and Fox Theater staff including management of the Fox Theater facility, a venue owned by the Spokane Symphony Society, to foster a positive and sustainable work environment. The Executive Director, in partnership with the Music Director, will be a vital part of the Symphony's visionary leadership. The ideal candidate will raise the presence and brand of the Spokane Symphony across the Inland Northwest and shall be dedicated to advancing the Symphony's purpose and goals.

Fundraising and Development Expertise:

Materially increase the number, size, and duration of sponsor and donor commitments. Prioritize annual and longer-term goals for earned and contributed revenue that ensure the sustainability of the Spokane Symphony.

Cultivate and nurture relationships with individual donors, potential corporate sponsors, foundations (especially the Symphony Foundation Board and Spokane Symphony Associates), and other funders in collaboration with the Music Director and Development Department to support increased contributed revenue.

Financial Stewardship:

Manage the development and implementation of a realistic budget. Oversee effective cost management and realistic spending to maintain sustainable, balanced financial plans.

Foster Community Engagement:

Serve as a knowledgeable and passionate external ambassador for the Spokane Symphony. Build trust and credibility with audiences, stakeholders, elected officials, the business community, media, and donors and sponsors.

Build, nurture, and elevate the Spokane Symphony's reputation as an innovative and welcoming performing arts organization through attendance at community events and promotion of its high-quality and diverse programming.

Demonstrate exceptional relationship management practice that builds strong partnerships with individuals and organization to enhance the Spokane Symphony's presence and resources.

Effective Communication and Integrity:

Foster collaboration between staff, Board of Directors, and musicians; communicate effectively with stakeholders; lead by example; and maintain integrity, humility, and gratitude.

Commitment to Operational Excellence:

Demonstrate exceptional management skills and balance short-term tasks with long-term goals for organizational success. Develop and maintain a team environment with staff, Board, and musicians. Negotiate all contracts and agreements to support the Symphony's operations, and other duties as assigned.

Compensation: Proposed salary range: \$125,000 to \$155,000, dependent on experience. This is a full time, in-person position with some evening and weekend commitments.

Required Skills

- Demonstrated ability and success in fundraising for annual gifts, sustained donations, and capital campaigns.
- Demonstrated passion for and knowledge of classical music and how to produce meaningful professional experiences for the community.

- Demonstrated strong leadership of non-profit arts organizations. Align activities to organizational mission, vision, and goals.
- Demonstrated acumen in organizational financial management.
- Demonstrated sound management strategies. In addition to organizational leadership, the Executive Director must be able to hire and coordinate Symphony and Fox Theater staff in alignment with the organization's vision, mission, and goals in a sustainable and efficient manner.
- Demonstrated ability to build and maintain productive and congenial working relationship with stakeholders (e.g., Board of Directors, the Symphony Endowment Board, donors, community leaders).
- Demonstrated actions to engage with donors, potential donors, stakeholders, and other sponsors; demonstrated experience and success with capital campaigns.
- Demonstrated ability and results in connecting with the community. Must be able and willing to develop strong relationships with local government, businesses, and universities.
- Demonstrated ability to build cohesive organizational administration. For example, coordinate with the Spokane Symphony Associates, the Endowment, the Fox Theater, Spokane Symphony Chorale, and Staff.
- Demonstrated experience with union labor negotiations, specifically with unions supporting musicians in the orchestral realm.
- Frequent standing and walking throughout the workday.

Contact Information:

Please reply with cover letter and résumé to Michael Ebinger, Search Committee Chair:
 MichaelEbinger@spokanesymphony.org
 509-995-1902

The Spokane Symphony is an Equal Opportunity Employer.