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MUSIC
FESTIVAL

**MOAB MUSIC FESTIVAL PROFILE
EXECUTIVE DIRECTOR SEARCH**

2025

Executive Director Search

The Board of Trustees of the Moab Music Festival has launched a search for a new Executive Director. The Search Committee invites applications and nominations for the next leader who will advance the mission of the Moab Music Festival.

The Opportunity

The award-winning Moab Music Festival is known for its distinctive programming and performances of chamber music, jazz, and Latin music. A star-studded roster of artists perform at wilderness, outdoor, and historic venues unlike any other festival in the world.

The Moab Music Festival was founded in 1992 by New York-based musicians - violist and Artistic Director Leslie Tomkins, and pianist/conductor and Music Director Michael Barrett. They were instantly captivated by the red rocks of Moab and were inspired to combine the landscape with the joys of music-making.

The Moab Music Festival, from its inception, has been committed to music education and cultural enrichment in the Moab area. The Board and leadership of the festival is passionate about arts education, locally and nationwide, and works to reach all children in the Grand County schools, providing year-round education and engagement program to support, advise, and supplement local music education for all ages.

The Moab Music Festival was recognized with the Utah Arts Council's Governor's Award in the Arts, received First Prize for "Adventurous Programming" from the American Society of Composers, Artists, and Publishers (ASCAP), and received a Utah Governor's Mansion Arts Award.

The Festival has been written up in such publications as The New Yorker, The Los Angeles Times, Rolling Stone magazine, The Sunday Times of London, the Wall Street Journal, the New York Times, PBS Newshour, CBS News Sunday Morning and the Smithsonian magazine.

The Festival is a 501(c)(3) tax-exempt, non-profit organization governed by a Board of Trustees and managed by a full-time and seasonal staff, supported by enthusiastic community volunteers, housing donors, and local and national businesses, foundations, and individuals.

Job Description

The Moab Music Festival (MMF or Festival) is seeking a knowledgeable, creative, driven Executive Director to lead the nationally recognized 32-year-old non-profit organization to fulfill its artistic, financial, and strategic mission. The position requires previous proven experience in non-profit organizations with a preference for non-profit arts administration.

Working closely with the Board of Trustees, the ED is responsible for implementing the vision of the strategic direction of the MMF board and vision of the Artistic Director, comprehensively directing its finances, and managing and overseeing the organization's day-to-day activities and personnel. They will foster a collaborative environment for staff and artists.

Responsibilities

Board Collaboration

- Report to the Board President.
- Work in conjunction with artistic leadership.
- Assist in developing and executing the organization's vision and strategic plans.
- Responsible for financial reporting to the Board of Trustees.

Financial, Fiduciary, and Development

- Responsible for MMF financial management and financial health. The Festival has an annual \$1.1M budget.
- In conjunction with Festival Manager and Artistic Administrator, oversees the negotiation and management of artist, venue, and transportation contractual agreements and interacts with local and statewide governmental organizations (i.e. the Bureau of Land Management and National Parks).
- Work in conjunction with Development Director on fundraising.
- Participate in donor events, develop relationships with existing donors, and seek out potential new donors and board members in conjunction with the Board, Development, and Artistic Directors.

Mission, Values, and Brand

- Ensure that values, mission and brand are reflected in all public facing aspects of Festival.

Operations and Program Management

- Ensure the operations and execution of the Festival is at the highest level and maintain its high-quality and national reputation.
- Responsible for human resource planning, fulfillment, and management.
- Lead and oversee a talented staff of 7-10 professionals.

Qualifications

The Executive Director (ED) must be a polished, educated, experienced non-profit leader and administrator. The ED reports to the Board President and Executive Committee and collaborates with the Artistic Director. The ED oversees and works collaboratively with the Development Director, Community Engagement Director, Artistic Coordinator, Festival Manager, and Operations Director frequently, along with Public Relations and Marketing Agency contractors.

- Bachelor's degree required and master's degree preferred.
- Proven track record in non-profit management with a preference for non-profit arts administration.
- Proven financial acumen and proficiency in managing non-profit budgets.
- Comfortable interfacing with artists, patrons, administration, the Board, and community members.
- Strong written and verbal communication skills with experience in public speaking and community engagement.
- Enjoyment of the outdoors and ability to thrive in Moab's unique environment.

Salary Range

This is a full-time position with a salary range of \$75,000 - \$85,000 depending on the qualifications and experience of the candidate.

Non-Discrimination Policy

The Moab Music Festival is an Equal Employment Opportunity employer. We recruit, hire, and provide conditions of employment without regard to a person's race, color, religion, sex, age, national origin, sexual orientation, gender identity, disability, marital status, veteran status or any other legally protected status.

Summary of Benefits

Highlights from the Moab Music Festival's Benefits Package

- Vacation is negotiable and 25% can be carried over from one year to the next. A maximum of 40 hours of vacation will be paid out upon leaving the festival.
- Holidays:
 - New Year's Day (Jan)
 - Martin Luther King Day (Jan)
 - President's Day (Feb)
 - Memorial Day (May)
 - Independence Day (July)
 - Thanksgiving (Nov)
 - Friday after Thanksgiving (Nov)
 - Christmas 3-5 days (Dec)
- PTO: Regular full-time employees will accrue PTO to be used as sick leave/personal leave at the rate of two hours per pay period. Regular part-time employees will accrue PTO to be used as sick leave/personal leave at the rate of one hour per pay period. PTO can be used in minimum increments of one hour. Eligible employees may use PTO for their own illness, injury, appointments for themselves or family members, or for medical problems of a family member/significant other. Unused PTO can be accrued from one year to the next, but it will not be "paid out" at the end of employment.
- HSA plan is available to FT staff.
- Some stipends are available to staff during the festival for childcare coverage or food.
- Health and/or Life Insurance – Under consideration

Application and Nomination Process

Interested candidates are invited to contact M. Scott Mietchen of Fund Raising Counsel, Inc. (FRCI) for further information.

To submit an application please email the following items to Scott Mietchen at: scott.mietchen@frcigroup.com.

- Cover letter of application
- Resume
- List of five professional references with contact information

To nominate a qualified candidate, please send relevant information via email to: scott.mietchen@frcigroup.com

Review of applications will begin in early January, 2025 and the position will remain open until filled.

For more information about the position and application process, please contact:

M. Scott Mietchen, President & Managing Partner
Fund Raising Counsel, Inc. (FRCI)
scott.mietchen@frcigroup.com

Annual Festival

The 33rd Annual Moab Music Festival will be held August 27 – September 12, 2025

The award-winning Moab Music Festival, attended by nearly 2,000 people annually, makes music in concert with the landscape and is noted for its distinctive programming, superb performances, and intimate concert experiences of chamber music old and new, jazz, and Latin music. MMF presents approximately twenty concerts during its two-week festival. Artists perform at a variety of private ranches and homes, the charming Star Hall, and outdoor “venues” unlike any other festival in the world. Outdoor venues include a pristine Colorado River wilderness grotto reached by jet boat; a low-speed, open-air boat; and numerous hikes to “hidden” surprise locations in and around Moab. Completing the Festival is a Cataract Canyon multi-day Musical Rafting Trip.

2024 Festival Schedule at a Glance

Please see the schedule from the 2024 Moab Music Festival.

Week 1

Sun, Aug 25 – Documentary Screening: River Out of Time, Star Hall, 7:00 p.m.
Wed, Aug 28 – A Moveable Musical Feast, Easy Bee Farms, 6:00 p.m.
Thurs, Aug 29 – Grotto I: 19th Century Classics, 11:00 a.m.
Fri, Aug 30 – Floating Concert I: Keyboards on the Colorado, 8:30 a.m.
Fri, Aug 30 – Pre-Concert Donor Reception, Desert Bistro, 5:00 p.m. - 6:15 p.m.
Fri, Aug 30 – The Hopi Tradition, Gonzo Inn Lawn, 6:30 p.m.
Sat, Aug 31 – Music Hike I: Mozart in the Morning, Middle Earth, 7:30 a.m.
Sat, Aug 31 – Pre-Concert Panel Discussion, Red Cliffs, 5:30 p.m.
Sat, Aug 31 - Colorado Currents, Red Cliffs, 7:00 p.m.
Sun, Sep 1 – Music Hike II: Just Breathe, Private Ranch 7:30 a.m.
Sun, Sep 1 – BAILEN, Red Cliffs, 7:00 p.m.

Week 2

Mon, Sep 2 – Rocky Mountain Power Community Concert, Old City Park, 2:00 p.m.
Tue, Sep 3 – School Assemblies: Hopi and BAILEN, ES, MS, & HS, 9:00 a.m.
Tue, Sep 3 – Film Screening: Maestro, Star Hall, 7:00 p.m.
Wed, Sep 4 – House Benefit Concert: Bernstein, An Intimate Portrait, Private Home 5:30 p.m.
Thurs, Sep 5 – Mid-Century Modern America, Red Earth, 7:00 p.m.
Fri, Sep 6 – Grotto II: J.S. Bach and Sons, 11:00 a.m.
Fri, Sep 6 – Donor Reception, MARC, 6:00 p.m. – 7:00 p.m.
Fri, Sep 6 – Beglarian Commission Open Rehearsal, Star Hall, 7:30 p.m. - 9:30 p.m.
Sat, Sep 7 – Music Hike III: Unusual Quartets: Sacred and Profane, Middle Earth, 7:30 a.m.

Sat, Sep 7 – Robert Black: A Joyful Musical Life from the Bass Line, Star Hall, 7:00 p.m.
Sun, Sep 8 – Floating Concert II: Red, White, and Blues, 8:30 a.m.
Sun, Sep 8 – Sips & Sounds with Kristin Lee & Mark Stewart, Proper Brewing, 7:00 p.m.

Week 3

Tue, Sep 10 – Cataract Canyon Trip Orientation, Proper Brewing, 12:30 p.m.
Tue, Sep 10 – Ranch Concert: Stradgrass, Private Ranch, 5:30 p.m.
Wed, Sep 11 – Grotto III: Vienna at the Turn of the Centuries 11:00 a.m.
Wed-Sat, Sep 11-14 – Cataract Canyon Trip

In addition to the main Festival in the Fall, The Moab Music Festival also holds other concert series throughout the year including:

- Winterlude: Community and education take center stage annually during Winterlude, the Moab Music Festival's week of workshops, outreach, and guest artist concerts. Guest artists perform public concerts, lead workshops for community youth and adult musicians, and visit Grand County High School classrooms, Pre-K students, the Grand Center's senior luncheon, and KZMU Radio.
- Holiday series: The Festival has recently begun to program a weekend of holiday events in early December.

Scenes from the Festival

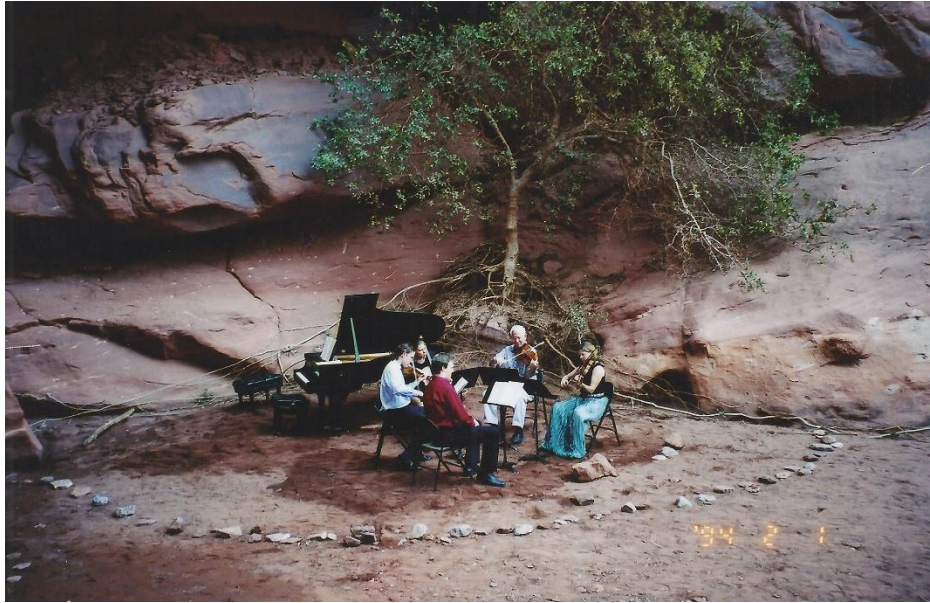




















Education and Engagement Programs

In addition to our centerpiece Festival in the late-summer/early fall, the Festival has programs and initiatives throughout the year. These include the following:

Music Student Scholarships

- With support from generous donors, the Festival awards annual music scholarships of \$300 each for five Grand and San Juan County students grades 2-12 toward private music lessons or music camps. Thanks to the enthusiastic response of community supporters, the MMF has been able offer scholarships each year since 2017.

Summer String Camp

- Summer String Camp is a collaboration between the BEACON String Program, Moab Music Festival, and Moab Folk Festival. Each summer, the MMF helps coordinate one week of summer string camp for Southeastern Utah string students of all abilities, ages 6-18. Camp provides level-appropriate daily instruction by professional coaches from around the region, music games, crafts, listening activities, and concludes with a casual camp recital and reception.

School Assemblies

- Every child enrolled in the Grand County School District attends a music assembly during the fall Festival, in which two of the Festival's programs are presented in an accessible format to students, with supporting materials provided to the teachers for additional in-class learning. In recent years, featured artists have included big band musicians Kim Hawkey & Elvanelle, folk artists Brittany Haas & Friends, Latin jazz great Paquito D'Rivera, and various vocal programs from New York Festival of Song, to name a few.

Winterlude

- In late January/early February, the Festival presents an abbreviated winter season with educational workshops, guest artist concerts, and outreach events. Guest artists have included violist/composer Jessica Meyer, the Frye Street Quartet, the Alison Shearer Quartet, and international award-winning guitarist Tengyue Zhang. Winterlude includes:
 - Workshops for local youth and adults lead by professional musicians
 - Free and low-cost guest artist concerts
 - Outreach events like visits to Grand County Schools, Grand Center, KZMU radio, musical story hour
 - Winterlude Showcase featuring workshop participants and guest artists

Musical Story Hour

- The MMF and Grand County Public Library host four collaborative Musical Story Hour events throughout each year. The two organizations partner to read musically themed stories with live musical demonstrations by local artists for families with young children, ages newborn to early elementary school. Events conclude with musically themed crafts and an instrument petting zoo. Featured instruments have varied from Japanese Taiko drums and the Aboriginal didgeridoo to classical strings and brass.

Education Initiative Awards

- Each year, the Festival solicits project proposals from all Grand County School District music educators in an effort to support local music education in the classroom. Awards fund music education resources for pre-K through high school programs. Requests typically include the purchase of new instruments and musical scores, and fund efforts such as ongoing music teacher training and class trips to musical events.

Board of Trustees and Staff

Board of Trustees

Anne Wilson (UT), President
Maggie Wyatt (CO), Vice President
Barbara Browning (UT)
Alice Corning (CA)
Steven Damron (Spain)
Ben Fredregill (CO)
Wes Howell (UT)
Robert L. Jensen (UT)
Margie Kim (CA)
Rhiana Medina (UT)
Alicia Reyes (IL)
Andrea Ward (CO)
Katherine K. Williams (MD,UT)

Staff

Music Director
Tessa Lark
(beginning January 1, 2025)

Artistic Administrator
Chelsea Tinsler Jones

Director of Development and Community Engagement
Erin Groves

Box Office Manager
Kik Grant

Production and Operations Director
Michael Edwards

Festival Manager
Josie Kovash

Publicity Consultant
Dworkin & Company

About Moab

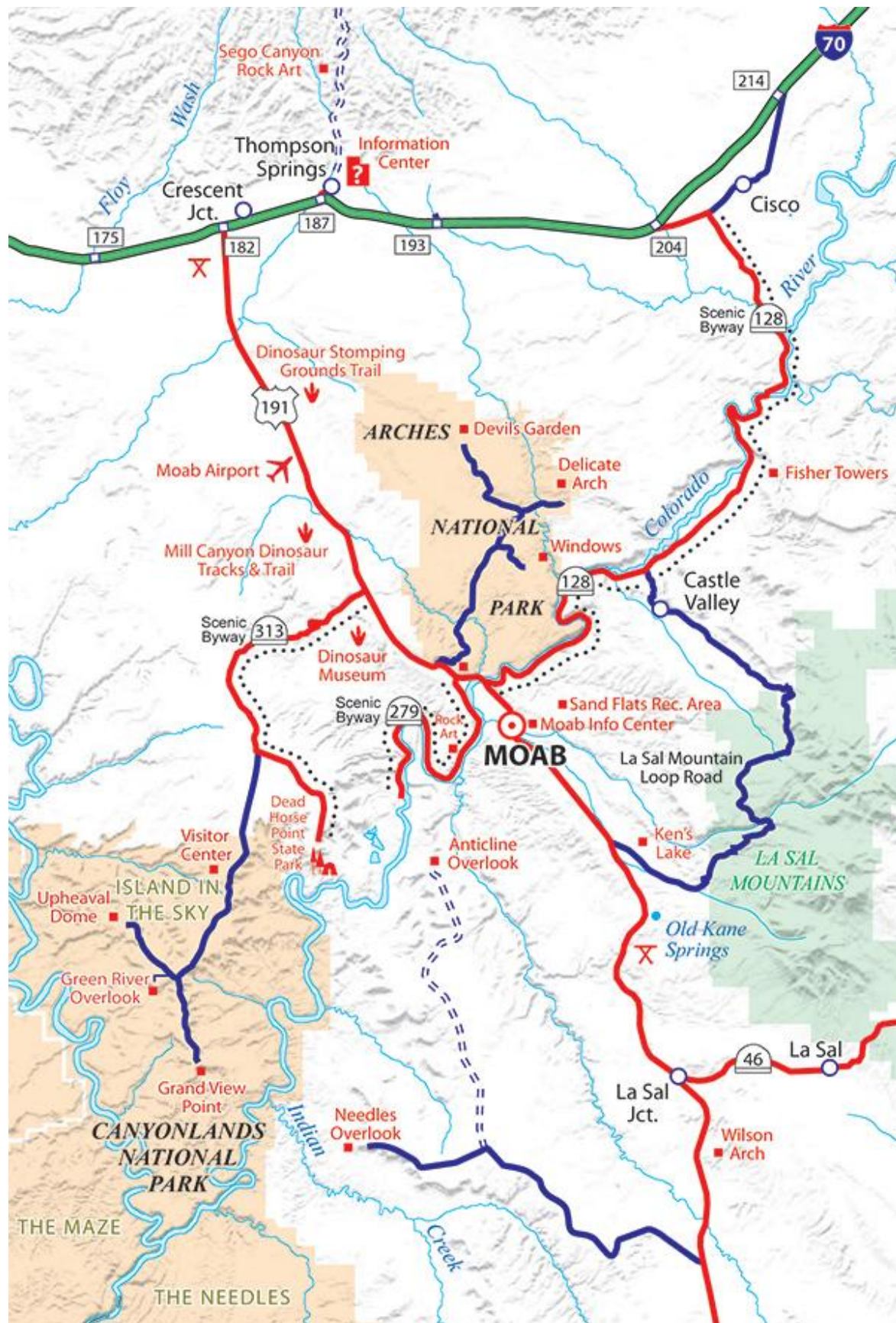
Moab sits among the red rocks of Southeastern Utah's Colorado Plateau. Renowned for its scenic beauty, it is home to Arches and Canyonlands National Parks and Dead Horse Point State Park. The Colorado River runs just north of town and the 13,000 foot peaks of the La Sal Mountains rise to the south.

Moab is a city in eastern Utah. It is a gateway to massive red rock formations in Arches National Park. Southwest, Canyonlands National Park features mesas and buttes carved by the Green and Colorado rivers, plus Native American rock art. Dinosaur tracks can be found at sites like Bull Canyon Overlook and Copper Ridge. In the city, collections at the Museum of Moab include dinosaur bones and archaeological artifacts.

Combining small-town hospitality with unparalleled natural beauty and the cool waters of the Colorado River, Moab has become one of the most sought-after destinations in the American Southwest.

Thanks to its perfect climate, Moab attracts year-round outdoor events and festivals, while the downtown business district has an array of restaurants, microbreweries, shops, and galleries. Moab's diverse culinary scene features regional southwestern cuisine or world-class fare.

- Elevation: 4,026'
- Population: 5,221 (2023)
- Settled: 1878
- Incorporated: 1902



Website and Social Media

Website:

www.moabmusicfest.org

Facebook:

<https://www.facebook.com/MoabMusicFest>

Instagram:

<https://www.instagram.com/moabmusicfest/>

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