



## EXECUTIVE DIRECTOR

### CENTRAL WISCONSIN SYMPHONY ORCHESTRA

Job Title: Executive Director  
Reports To: Board President and Board of Directors  
Key Colleague: Music Director  
Supervises: Office Manager  
Education Programs Manager & CWYSOP Program Manager  
CWYSOP Music Director, Philharmonia Conductor and Staff  
Music Librarian  
Interns  
Volunteers

#### **About the CWSO**

The Central Wisconsin Symphony Orchestra, established in 1948, is a regional, professional organization, serving the residents of Central and Northern Wisconsin. The orchestra's mission is to enrich, engage, and educate through the power and performance of live music, with a vision of serving as a center of artistic excellence. Through leadership and partnerships, the CWSO nourishes spirits, and develops intellectual and creative capital, adding value for all.

#### **Job Summary:**

Join the Central Wisconsin Symphony Orchestra (CWSO) as our next Executive Director and play a pivotal role in enriching our community with the power of classical music. This dynamic full-time position calls for a visionary leader who will steer our strategic path and enhance our operational excellence. You'll bring a keen understanding of orchestra management trends, a proven track record in budgeting and fundraising, and a talent for building strong community and business partnerships. Your leadership will be defined by effective communication, multitasking prowess, decisive action, and grace under pressure. If you're ready to orchestrate success and make a lasting impact, we invite you to apply.

#### **Objectives of this role**

- Work closely with board directors and committees to assess and address issues affecting the organization;
- Oversee daily operations of the organization, providing executive direction for program strategies and efficiencies, compliance, and quality assurance;
- Identify and address staffing requirements for efficient operations, and maintain a strong work culture that attracts and retains people while delivering upon the CWSO mission;
- Increase awareness of the organization by being the main spokesperson and liaison with local media;
- Develop an actionable plan for fundraising and managing monthly cash flow;
- Comply with all national and local regulations, and organizational by-laws.



## **Responsibilities**

- Create business plans for achieving goals and objectives set in collaboration with board of directors;
- Meet aggressive annual fundraising goals, in partnership with board of directors, by securing financial support from foundations, corporations, individual donors, and government funding sources;
- Work with staff and board on Summer Solstice fundraising benefit and other identified events; and, oversee all external communications, including website, marketing collateral, donor and public communications, and social media;
- Serve as the face of CWSO and participate in external events to increase visibility, credibility, and brand as well as develop strategic partnerships to further increase awareness, expand programs, and grow concert attendance;
- Build and lead an effective team that's dedicated to fulfilling the organization's mission through highly successful performances, programs, community engagement, and fundraising;
- Keep abreast of activities and developments in the orchestra field and advise the Board regarding matters which may be helpful to promote CWSO objectives;
- Perform other duties as assigned by the President of the Board.

## **Preferred skills and qualifications**

- Demonstrated competence in senior management, preferably with nonprofit organizations;
- Strong experience in fundraising, budget management, grant writing, marketing;
- Proven success in working with a board of directors;
- Entrepreneurial multi-tasker;
- Dynamic, driven and charismatic team player who enjoys being the public face of an organization;
- Bachelor's degree or commensurate experience;
- Experience as a musician or in arts management;
- Exceptional verbal, written and presentation skills.

## **Compensation and Benefits**

CWSO offers an attractive compensation and benefits package.

## **Applications and Inquiries**

Please submit a cover letter and resume (electronic submissions preferred) by May 30, 2024:

CWSO  
Al Chaney  
President, Board of Directors  
Email: [alchaney@chaneymarketing.com](mailto:alchaney@chaneymarketing.com)

Central Wisconsin Symphony Orchestra is an equal-opportunity employer that welcomes any qualified applicant and values diversity, equity, access, and inclusion.