

## **Peoria Symphony Orchestra Executive Director**

Based in Peoria, IL, the Peoria Symphony Orchestra, with an Annual operating budget of approximately \$1.2 million is seeking qualified candidates for the position of Executive Director.

The next Executive Director of the Peoria Symphony Orchestra will be a leader who combines a passion for music and orchestras with excellent interpersonal skills, business management skills, and success in fundraising and patron development. S/he will have senior executive experience, preferably in the not-for-profit performing arts, and a thorough working knowledge of music, artists, and repertoire. Knowledge of current trends and development in the performing arts and a passion for orchestral music are helpful.

The Executive Director ("ED") is the chief administrative officer of the Peoria Symphony Orchestra and reports to the Board of Directors through the President. The ED is responsible and accountable for all aspects of the Orchestra's operations, including strategic planning; budgeting and financial management; union contract negotiations and labor relations; marketing and public relations; fundraising; human resource management; and community engagement. The Executive Director has primary responsibility for performing human resource functions for the PSO. S/he proactively ensures the PSO is and remains in compliance with all applicable laws.

The successful candidate will have excellent financial planning, analysis, and management skills. S/he will have the demonstrated ability to achieve or exceed goals for both earned and contributed income, to manage expenses to budget, and to balance operating budgets.

The ED manages the business operations of the Orchestra. The ED, in coordination with the Music Director and Finance Committee, oversees the development of annual budgets and multi-year financial projections. The ED seeks to ensure that the PSO achieves or exceeds goals for both earned and contributed income.

The ED is a partner with the Music Director in assuring that the Orchestra achieves its goals for artistic excellence. The Music Director is responsible for the planning, content quality and execution of Orchestra artistic activities.

The ED has a leadership role in fundraising along with the Director of Development and Patron Engagement. The ED provides guidance and impetus to the fundraising efforts of the organization. Working with the Board of Directors and the development staff, the ED identifies, cultivates, solicits, and ensures excellent stewardship for gifts from individual and institutional donors.

The ED will work closely with all committees and sub committees. S/he will also work closely with the Peoria Symphony Foundation and Peoria Symphony Guild, two arms of the Peoria Symphony Orchestra.

The successful candidate will be a relationship builder. S/he is the spokesperson and visible representative of the Orchestra throughout the community. S/he will have the ability to nurture existing relationships and develop new relationships with individual and institutional donors and community leaders. S/he will have a track record of success with fundraising campaigns.

The successful candidate will have the demonstrated ability to motivate, guide, and support a volunteer board of directors. S/he will be a team leader with a collaborative management style and the willingness to be a mentor and coach to a high-performing administrative staff. S/he will work with staff to understand their contributions, strengths, and concerns; instill a strong sense of partnership and cohesion across the organization; and use open channels of communication to reinforce a culture of excellence toward achieving the highest standards. The successful candidate will have the proven ability to work effectively with a music director. S/he will have experience negotiating and working with musicians in a collective bargaining environment.

The successful candidate will be curious, flexible, compassionate, and imaginative. S/he will be a problem solver with the ability to align differing points of view. S/he will be a person of integrity and high ethical standards. The successful candidate will welcome the opportunity to become an active and engaged participant in the civic and cultural life of the Peoria community.

The successful candidate will be a creative and dynamic leader with the ability to innovate, collaborate, and inspire both internal and external constituencies. S/he will have ideas for developing the PSO's audience base, stewarding the existing audience base, and developing patron loyalty. The successful candidate will have a deep commitment to outreach as central to our mission. S/he will have a demonstrated talent for creative projects that serve audiences and community. S/he will have outstanding oral and written communication skills.

Compensation, including benefits, is competitive and commensurate with qualifications and experience. A minimum of 5 years' experience is required for consideration. Relocation to the Peoria area is required.

**Application:**

Please prepare a cover letter that describes your specific interest in the Peoria Symphony Orchestra and outlines your qualifications for the position. Please submit with a resume, salary requirements. All applications will be treated as confidential. Peoria Symphony is an Equal Opportunity Employer.

**Application deadline October 31, 2021. Please submit via email to: [search@peoriasymphony.org](mailto:search@peoriasymphony.org)**

**The Organization:**

The Peoria Symphony Orchestra (IL) was founded in 1897 and is recognized as the 14th oldest operating orchestra in the United States. Currently in the 124<sup>th</sup> season, The Peoria Symphony Orchestra's (PSO) mission is to Educate, Entertain, and Inspire. Peoria Illinois is located midway between Chicago and St. Louis. It is a community rich in arts activities and generous support.

The PSO performs a subscription series of seven concerts, a pair of student concerts, and various outreach performances. Guest artists perform a variety of repertoire, providing a broad range of musical experiences. Concerts are performed September through April primarily in the 2200 seat Peoria Civic Center Theater and the 1370 seat Grace Church.