

Stockton Symphony Seeks Chief Executive Officer

The Stockton Symphony is seeking a vibrant, visionary Chief Executive Officer ("CEO") to lead the Symphony on the path to its Centennial and beyond. The Symphony is the third oldest, continuously performing orchestra in California, dating back to 1926. For over 92 years, the Stockton Symphony has engaged, educated, and inspired the greater community through its performances and programs.

Peter Jaffe, the Stockton Symphony's Conductor and Music Director since 1995, has raised the quality of the Symphony to first-rate status. He has combined an unequalled passion for excellence in musicianship along with fostering artistic growth and education. Maestro Jaffe draws musicians from throughout northern California, including the Bay Area and Central Valley. High caliber musicians ensure stunning performances that impress the audience time and time again.

With an operating budget of \$1.3 million, the Stockton Symphony Board of Directors works in collaboration with a dedicated hardworking staff, musicians, the Symphony Alliance, volunteers, and loyal patrons.

It is in this context that the Symphony seeks the following leadership qualities in its CEO: strong business acumen; effective communication skills; skills in strategizing and planning; ability to manage staff and finances; leadership in fund development; innovation in developing and implementing new concerts and programs; collaboration with the Board, Music Director, musicians, staff, and supporters; passion and commitment to engage, educate, and inspire the community through music.

Community

The Stockton Symphony serves the greater community of San Joaquin County and is based in Stockton, a city of over 310,000 residents, located in the Central Valley of California. San Joaquin County has a population of 745,000 people with widely diverse ethnicities, cultures, and religions. Stockton, Lodi, Tracy, and Manteca are among the cities comprising San Joaquin County.

San Joaquin County has agricultural, manufacturing, production, and service industries that promote economic growth. Lodi wine appellation is in the heart of San Joaquin County and boasts some of the finest wine productions in California. The Delta waterways provides recreational enjoyment for boating, water-skiing, and fishing. Higher education abounds with the University of Pacific, California State University Stanislaus, and San Joaquin Delta College located in the County. Stockton has been awarded "All-American City" in 1999, 2004, 2015, 2017, and 2018.

The Stockton Symphony includes diverse musical programs and attracts the region's broad community into its Symphony Family. Towards that end, the Symphony collaborates with various schools to present concerts to elementary school students, works with cultural groups to engage and celebrate diversity in concert presentations, and cooperates with other arts groups to facilitate the arts in the community. Other art institutions include the Stockton Chorale, Stockton Opera Association, University of the Pacific Conservatory of Music, Stockton Civic Theater, and Haggin Museum. Multiple community concert bands and music ensembles, such as the Zion Chamber Orchestra, add to the musical offerings.

In its commitment to educate and inspire the community, the Stockton Symphony presents its annual education series, the Steppin' Out Concerts, to reach students in 4th and 5th grades, their teachers, and their families. More than 6,000 students, drawn from throughout San Joaquin County, enjoy this introduction to their development of musical knowledge and history. The Symphony continually reaches out to the County's diverse population through musical programming and partnerships with many community organizations and non-profits with similar missions and goals.

Job Position

Please see attached Chief Executive Officer Job Description.

Qualifications

Applicants should possess a Bachelor's degree in business, music, or arts management and a minimum of 3 years' experience in a senior management position at a business, performing arts group, or non-profit organization. The ideal candidate has the knowledge and a track-record of developing, implementing, and achieving goals set out in short-term and long-term strategic business plans.

Candidates should have comprehensive knowledge of fund development strategies, capital and endowment campaigns, business planning, financial management, business operations of a symphony or arts group, and public relations.

The successful candidate should possess strong verbal and written communication skills, demonstrated capacity to lead and motivate staff and volunteers, and adeptness in building consensus among various stakeholders.

Compensation and Benefits

Compensation is negotiable in accordance with experience. Benefits include paid vacation, sick leave, holidays, healthcare plan, and retirement plan upon satisfaction of eligibility requirements as set forth for each benefit.

Application and Inquiries

Please submit a cover letter and resume with a summary of accomplishments (by mail or electronic transmission) to:

Velma K. Lim, Search Committee Chair
For The Stockton Symphony
7540 Shoreline Drive
Stockton, CA 95219
vlim@kroloff.com

**Stockton Symphony Association
Chief Executive Officer Job Description (2019)**

The Chief Executive Officer (“CEO”) provides leadership and vision to fulfill the Stockton Symphony’s mission to engage, educate, and inspire the greater community through music and to ensure that the Symphony achieves its goals for artistic excellence, financial stability, and community inclusion.

The CEO is a highly visible representative of the Symphony, which is the region’s leading arts organization, and is responsible for relationship management with all of the organization’s constituent groups. The CEO is responsible and accountable for all aspects of the Symphony’s operations, including: strategic business planning and implementation, fund development, budgeting and financial management; staff accountability; marketing and public relations; educational outreach, and community engagement.

Duties/Responsibilities:

1. Operational and strategic planning

- a. Establish and implement short-term operational and long-range strategic business plans to ensure the financial stability of the Symphony.
- b. Collaborate with the Music Director in the development and implementation of concert and educational programs, balancing artistic qualities with marketability and financial resources.
- c. Mentor and manage the Symphony’s staff; encourage and empower staff to perform at their highest ability; evaluate and hold staff accountable.

2. Fund development

- c. Take a leadership role in the organization’s development programs, including its annual fund, capital campaign, planned giving, and endowment.
- d. Pursue appropriate funding opportunities with individuals, foundations, corporations, and government agencies.
- e. Lead the Board and staff in development activities, maintain strong relationships with the funding community, and develop the most effective donor stewardship and cultivations methods.

3. Financial management and governance

- a. Develop and maintain fiscal responsibility for overall budget and ensure the most effective use of financial resources.
- b. Oversee management of cash flow and present appropriate balance sheets, income statements, and other financial oversight tools for Board review and keep the Board fully informed about the fiscal condition of the Symphony.
- c. By January 15 of each year, present to the Board a proposed budget for the fiscal year beginning on July 1 of that year.
- d. Direct and assist Board committees to develop and implement their goals and objectives and appoint specific staff liaisons to work closely with committees.
- e. Maximize the talents and resources of the Board—stimulate involvement, recruit new members, and work closely with the Board to ensure strong fiscal health and effective governance of the organization.
- f. Initiate and maintain effective professional, cooperative, and collaborative working relationship with the Board President, Board of Directors, Music Director, staff, and volunteers.

- g. Orient, educate, and engage Board members to maximize their effectiveness.

4. Marketing and public relations

- a. Identify stakeholders, develop strategies, and define how key messages will be delivered to various individuals, businesses, and organizations to maximize the visibility, brand, and revenues of the Symphony.
- b. Develop marketing and public relations programs with staff support that achieve earned income goals from subscription and single ticket sales, while enhancing the Symphony's visibility and reputation.

5. Internal operational, financial, and administrative responsibility

- a. Develop, implement, and monitor a long-term strategic plan and vision in conjunction with the Board, Music Director, and staff.
- b. Create and implement a strategic operating plan and report progress toward achieving its goals to the Board regularly.
- c. Oversee and negotiate contractual matters with the Musicians' Union, guest artists, guest conductors, vendors, venues, business partners, and others for goods and services.
- d. Strategize and work with the Music Director regarding the annual artistic education and outreach plans to fulfill the Symphony's mission and maximize earned income opportunities.
- e. Strategically utilize volunteers in support of the Symphony and its programs.
- f. Direct administrative personnel relations to ensure that the Symphony is effectively structured and staffed with competent employees.
- g. Hire, motivate, supervise, and dismiss staff responsible for fund development, marketing, education & audience development, bookkeeping or accounting, and other administrative functions.
- h. Ensure that the legal and ethical obligations of the Symphony to its staff and musicians are fully met.

6. Community and public relations

- a. Guide the revitalization of the public image and increased brand awareness of the Symphony by clearly articulating the Symphony's mission, vision, and programs, as well as acting as a primary spokesperson with the Music Director and Board President.
- b. Develop partnership agreements with music, performing, and community organizations to advance the Symphony's outreach activities and collaborative partnerships throughout the region.
- c. Communicate the work and artistic mission of the Symphony to the public through news and social media and at public speaking engagements.
- d. Cultivate good relations with the civic leaders throughout the Central Valley, other arts organizations, public agencies, and the media.