



Lafayette Symphony Orchestra

CHIEF EXECUTIVE OFFICER

Lafayette, IN

lafayettesymphony.org

POSITION

The Lafayette Symphony Orchestra is seeking a Chief Executive Officer (CEO) to work closely with the Conductor and Artistic Director (AD) and all other members of the LSO staff, board, and orchestra to carry out the mission of the LSO: to engage audiences and inspire a love of music through performance, innovative programming, and educational outreach.

The CEO is responsible for managing the human and financial resources of the LSO, working cooperatively with the diverse constituencies of the LSO and within the limits of the available financial resources. They provide managerial and administrative leadership to the LSO and collaborate with the AD – who is responsible for the artistic direction of the orchestra – in developing and articulating goals, objectives, and plans and in executing agreed-upon strategies and programs.

THE CHIEF EXECUTIVE OFFICER:

- Works with the Board of Directors, staff, and other key constituents to develop, oversee, and implement strategic planning and organizational mission and vision.
- Advances the LSO's commitment to diversity, equity, inclusion and belonging, in the staff we hire, the audiences we engage, and the programs we present.
- Leads a remote/hybrid team with regular office hours, structuring administrative staff roles, systems, and procedures to ensure organized, efficient, and effective operations with maximum utilization of available resources to serve the mission of the LSO.
- Responsible for all hiring and employment practices and maintaining an effective, productive staff, providing evaluations and setting compensation levels within budgetary parameters.
- Acts as a facilitator, coordinator, and counselor to the entire organization (including, for example, orchestra, staff, volunteers, board members etc.).
- Serves as negotiator and contracting agent with certain essential external constituencies such as guest artists/conductors, foundations, and government funding agencies.
- Works with the treasurer and finance committee to prepare annual operating budgets and exercise budgetary responsibility in carrying out programs and plans as approved by the Board of Directors. The exercise of budgetary responsibility includes all aspects of the LSO's activities through effective cost control, identifying and pursuing new funding sources, submitting grant proposals and reports, and overseeing the maintenance of all financial accounts.
- Oversees the creation and/or implementation of donor record-keeping, acquisition, and stewardship plans.
- Works closely with the Board of Directors and its committees and auxiliaries in the development of policies and plans and in assuring organizational support for these activities.
- Collaborates with the AD on matters of overall artistic philosophy, musical programming, and long-range planning.
- Negotiates terms and conditions of engagement for all members of the orchestra and artistic staff. Collaborates with AD and Players' Advisory Committee on proposed amendments to the musician contract.

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- Ensures appropriate technology is available to advance the organization's mission. This includes, for example, donor database, office equipment, musical instruments, etc.
- Researches, develops, and creates marketing plans in collaboration with the operations manager.
- Develops and maintains effective relationships and collaborative projects with other regional arts organizations.
- Represents the LSO in the community by attending events and participating in media interviews as needed.
- Attends relevant non-profit and industry-specific workshops, seminars, classes and conferences to increase skills, knowledge, and insight for the benefit of the LSO.

OUR DREAM MATCH

The ideal candidate is a calm, direct communicator who listens and leads with empathy and has a warm and engaging communication style and strong interpersonal skills. They have proven managerial, problem-solving, and strategic planning capabilities. With strong financial management knowledge, they are comfortable navigating budgets, balance sheets, and business partnerships. Their impeccable people skills make fundraising and friendraising second nature. They are a champion for the arts and have a passion for music. Approaching the position with passion and creativity, they also value diversity, equity, and inclusion in all aspects of the LSO's operation, engagement, and programming.



OTHER REQUIREMENTS

- A bachelor's degree or higher is preferred. A combination of education and relevant experience may substitute for a degree.
- Hybrid position; remote office, but frequent in-person meetings, networking events, etc. are regularly required.
- Some weekend and evening work is required for this position.
- Ability to lift and carry equipment and other materials up to 30 lbs.
- Must reside within the Greater Lafayette, IN area (relocation expenses not paid by the LSO).
- A check of criminal conviction records is a requirement for employment in this position.

COMPENSATION

Full-Time/Exempt; Annual salary range is \$60,000-\$70,000, dependent upon qualifications and experience

Benefits include:

- Unlimited Paid Time Off + 7 paid holiday breaks
- Healthcare premium reimbursement
- Employer-matched retirement contributions up to 3% of gross salary
- Supportive culture where employees are valued holistically



ABOUT US

The LSO has become a cultural standard-bearer in the Lafayette community since its first performance in 1951. The LSO is driven to provide musical opportunities to everyone through live and virtual performances and educational programs. The LSO currently presents an annual concert series composed of 4-5 full orchestra Mainstage shows at the Long Center for the Performing Arts, a 3-6 show B-Side nightclub series featuring small ensembles, as well as Symphony on the Go and Lollipop Family concerts for children and school groups. Additionally, the LSO serves an average of 4,000-6,000 K-12 students throughout a 14-county area in west central Indiana through low- to no-cost education programs ranging from in-school violin instruction to hands-on presentations and performances at libraries, community centers, day care facilities, and other community locations.

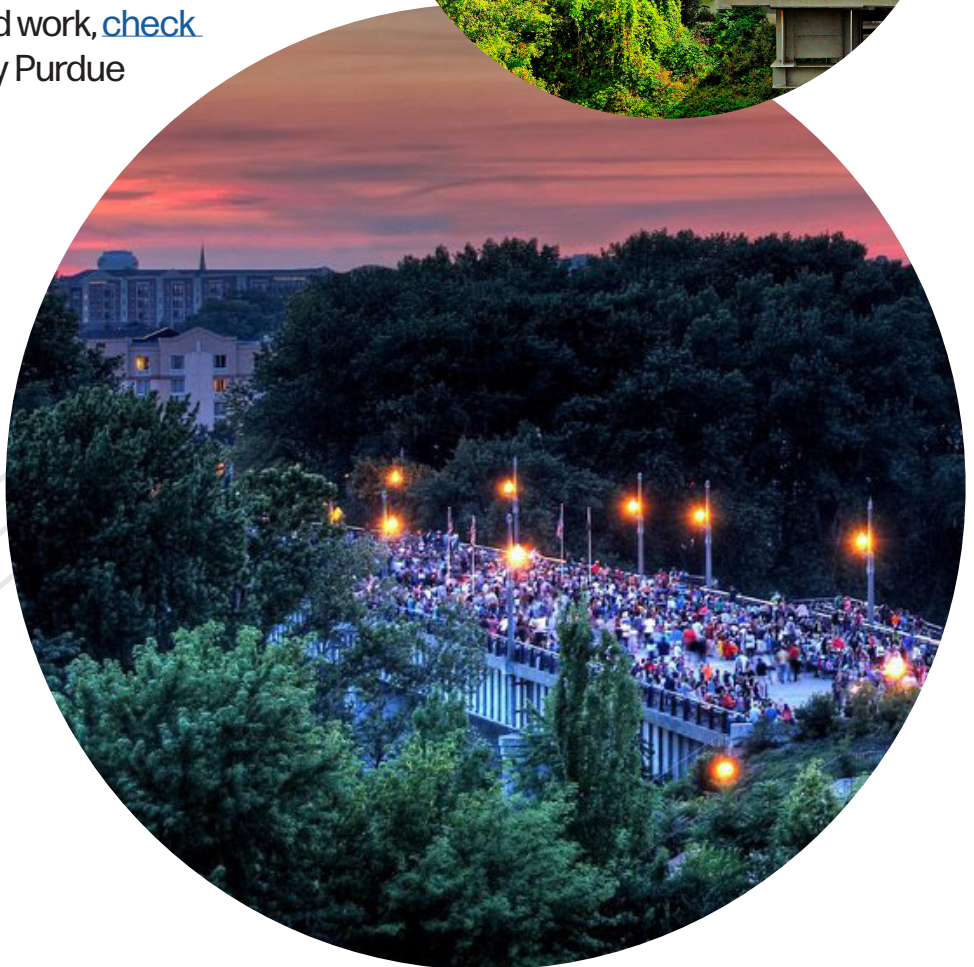
The LSO is proud to host the Keller Concerto Competition annually. Established in 1975, the Keller Competition allows young local artists the opportunity to share their musical gifts as featured LSO soloists and advance their musical studies with a cash scholarship. The LSO's artistic programming spans a wide range of genres, styles, and eras, with an emphasis on including living composers and artists and composers traditionally underrepresented in the symphonic landscape. The LSO maintains active membership in the League of American Orchestras. The LSO has an annual operating budget of approximately \$500,000 and receives generous annual support from the Lafayette Symphony Orchestra Foundation. The LSO is committed to financial stability and maintains cash reserves in excess of 25% of its operating budget. The LSO remains in a strong financial position despite COVID-19 related challenges.

ABOUT OUR COMMUNITY

Lafayette-West Lafayette, Indiana is ideally situated between Chicago, Illinois and Indianapolis, Indiana. It is known for its civic-minded community and great quality of life. We are a vibrant community of good schools, safe neighborhoods, and excellent public facilities and amenities, including over 40 parks and extensive trail systems. The community has a wide spectrum of businesses, including many nationally and internationally known high-tech corporations and institutions, including Purdue University.

The Tippecanoe Arts and Cultural District encompasses the downtown districts of Lafayette-West Lafayette. This area, centered around the storied Wabash River, is home to an abundance of art and cultural attractions and venues such as the Art Museum of Greater Lafayette, Long Center for the Performing Arts, Civic Theatre of Greater Lafayette, and The Arts Federation. Our community also celebrates its heritage, holidays, and culture through unique public art and dozens of festivals, events, and community gatherings throughout the downtown and district that attract both local citizens and visitors from surrounding communities.

To learn more about what makes the Greater Lafayette community a great place to live and work, [check out this recent article](#) published by Purdue University.



TO APPLY:

Deadline for applications is November 20, 2024

Application **must** include:

- Resume and letter of interest from the candidate. Brevity is appreciated.

Submit all application materials by email to jobs@lafayettesymphony.org.

All inquiries and application materials should be submitted by email (no phone calls or snail mail, please).

Don't check off every box in the requirements listed above? Apply anyway! Studies have shown that marginalized communities - such as women, LGBTQ+, and people of color - are less likely to apply to jobs unless they meet every single qualification. The LSO is dedicated to building an inclusive, diverse, equitable, and accessible workplace that fosters a sense of belonging, so if you're an outgoing individual excited to help advance the LSO, we encourage you to apply. [*source: Obama Foundation]*

The Lafayette Symphony, Inc. is an equal opportunity employer and is committed to diversity, equity, and inclusion in the workplace. We prohibit discrimination or harassment of any kind based on race, color, gender, religion, sexual orientation, national origin, disability, genetic information, pregnancy, or any other protected characteristics as outlined by federal, state, or local laws.

This policy applies to all employment practices within our organization including hiring, recruiting, promotion, termination, layoff, recall, leave of absence, compensation, benefits, and training. The LSO makes hiring decisions based solely on qualifications, merit, and organizational needs at the time.

