

## JOB POSTING



### EXECUTIVE DIRECTOR AMERICAN YOUTH SYMPHONY LOS ANGELES, CA

#### THE POSITION

Reporting to American Youth Symphony (AYS) Board of Directors, the **Executive Director** is responsible for leading the organization in the fulfillment of its mission:

*The American Youth Symphony's mission is to inspire the future of classical music by providing landmark fellowships to virtuosic young adults and exceptional, innovative, and free concerts to the Los Angeles community.*

The Executive Director oversees all day-to-day operations, including fundraising, and upholds American Youth Symphony's institutional ethos of fostering individual and collective potential, both internally through team management and in the wider community. In this way, the Executive Director ensures that the artistic health of the organization is maintained with the support of an active Board of Directors and three full-time staff members.

The Executive Director leads AYS in all areas of the organization's operation. The job is multi-faceted and is divided as follows:

Development (Fundraising)	50%
Organizational Leadership	20%
Business Operations	20%
Marketing and Community Outreach	10%

A significant aspect of the position is fund development. Therefore, the Executive Director will lead the organization's fundraising function and be expected to meet with high-level donors and donor prospects and contribute to grant writing efforts on behalf of AYS, ensuring the financial health of the organization. The Executive Director must be comfortable being the public face of the organization.

Additionally, the Executive Director must be willing and prepared to assist in numerous other activities associated with running a successful orchestral organization.

## **ABOUT THE ORGANIZATION**

The American Youth Symphony is a Los Angeles-based 501(c)(3) non-profit organization founded in 1964 by Mehli Mehta. AYS is dedicated to the artistic development of a new generation of musicians and to building the audiences to support them. Led by Music Director Carlos Izcaray, who is also Music Director of the Alabama Symphony Orchestra, AYS trains outstanding emerging instrumentalists. These musicians are selected by audition and each musician seeks to broaden their performance skills by participating in an ensemble in addition to their own school-based orchestras.

AYS is an orchestra and a training ground for musicians to master their craft and to develop a deep understanding of the musical score. In collaboration with world-class artists like Danfel Bjarnason, Anna Clyne, Sarah Chang, Johannes Moser, John Williams, David Newman, Alan Silvestri, Charles Fox, and Lera Auerbach, AYS performs an annual series of five public concerts, four of which are free admission to the general public, at UCLA's Royce Hall. AYS also participates in community outreach initiatives designed to make orchestral music accessible to all. For more information, please visit [www.aysymphony.org](http://www.aysymphony.org).

## **THE LOS ANGELES CULTURAL COMMUNITY\***

Greater Los Angeles is the second-largest metropolitan region in the United States with a population of 18.5 million encompassing five counties in southern California, extending from Ventura County on the west to San Bernardino County and Riverside County on the east, with Los Angeles County in the center and Orange County to the southeast. It consists of three metropolitan areas in Southern California: the Los Angeles metropolitan area, the Inland Empire, and the Ventura/Oxnard metropolitan area. The combined statistical area covers 33,954 square miles, making it the largest metropolitan region in the United States by land area. In addition to being the nexus of the global entertainment industry (films, television, and recorded music), Greater Los Angeles is also an important center of international trade, education, media, business, tourism, technology, and sports. It is the 3rd largest metropolitan area by nominal GDP in the world with an economy exceeding \$1 trillion in output.

Los Angeles is also one of the most important cities in the world for the recorded music industry. The demands of scoring thousands of hours of soundtracks for TV and movies also provides work for composers and classically trained musicians and orchestras.

In the heart of downtown Los Angeles is the Music Center of Los Angeles County. The Music Center consists of the Walt Disney Concert Hall, the Dorothy Chandler Pavilion, the Ahmanson Theatre, and the Mark Taper Forum. Adding to its cultural importance, on the same street are the Broad Art Museum, the Museum of Contemporary Art, and the Colburn School of Performing Arts. The Los Angeles Philharmonic Orchestra performs at Walt Disney Concert Hall and performs its summer concerts at the Hollywood Bowl. The Los Angeles Master Chorale also calls the Walt Disney Concert Hall home. The Dorothy Chandler Pavilion is also the residence of the Los Angeles Opera and Dance at the Music Center. The westside of LA is home to UCLA and Royce Hall, which is the primary venue for AYS.

## **PRIMARY RESPONSIBILITIES**

### **Development – Communications – Outreach**

#### **The Executive Director will:**

- Develop and maintain high-level relationships within the philanthropic, arts/music, education, government, and private sectors.
- Be the “face” of AYS in the community and will spearhead development planning, all fundraising activities, volunteer support and advance growth in foundation, corporate, and individual contributions
- Act as the liaison to the AYS Board of Directors through active communications which will keep the Board well-informed about key organizational activities, as well as facilitating regular board meetings
- Ensure effective and ongoing training and staff development, which will support fundraising and community outreach goals
- Strategize and develop a thoughtful and effective communications strategy for the organization

### **Program -Management - Operations**

- Work closely with the Music Director to oversee all aspects of AYS programming. Oversee orchestra auditions and the musician selection process, training and management, artistic planning, and the coordination of all performances
- Work with the Board Treasurer and contract accountant to prepare financial statements, reports, in preparation for delivery of financial results to all key stakeholders
- Work with AYS staff and Board of Directors to prepare short- and long-term strategic plans that are designed to advance the goals of the AYS organization
- Provide excellent leadership, promote organizational values, and clearly communicate expectations amongst staff
- Implement effective performance evaluation systems that promote growth and achievement of individual and organizational goals
- Promote a positive and collaborative work environment
- Work closely with the Board of Directors to establish clear financial goals, ensure sound fiscal planning, and manage a clear and transparent organizational budget, including financial reporting, cash management, and annual audit management
- Oversee all aspects of administrative operations including human resources, office management, utilities, ticketing, customer service, and donor relations

## **CANDIDATE QUALIFICATIONS**

Candidates should possess:

- Experience as a successful leader in the nonprofit arts sector, preferably with an orchestra or other music organization. Arts education experience is a plus.
- A clear understanding of the role of the Board of Directors and experience as a proficient board liaison.
- Strong familiarity and experience with the strategic organizational and operational planning process.

- Proven fundraising success with foundation, corporate, and individual giving programs. Experience in planned giving and estate planning is a plus.
- Skill with financial planning and budget development and management.
- Knowledge of the cultural landscape of Los Angeles and surrounding communities, and an ability to build collaborations with new and existing community partners for the purposes of organizational support, arts education outreach, and audience development.
- A history of effective and evaluative staff management.
- A keen interest in the mission and programs of AYS.
- Knowledge of classical music repertoire and orchestra make-up.
- High comfort level with technology: electronic communications, social media, database management, and office software, including Microsoft Office Suite.
- Bachelor's degree required; advanced degree preferred.

*American Youth Symphony embraces diversity and equal opportunity as a key organizational value. We are committed to building a team that represents a variety of backgrounds, perspectives, and skills. AYS provides equal employment opportunities to all and prohibits discrimination and/or harassment of any type, regardless of race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state, or local laws.*

#### **COMPENSATION**

Salary is commensurate with experience

Employer-paid health coverage

Paid vacation, sick days, and holidays

#### **TO APPLY**

In order to be considered for this position, each applicant must submit a cover letter outlining why you believe you are the best candidate for the position, your applicable experience, and your salary requirements, as well as your resume. Please send cover letter, resume, and the names and contact information for three professional references via email to:

**Victor Gotesman, Principal  
Performing Arts Planning  
[Victor@victorgotesman.com](mailto:Victor@victorgotesman.com)**

The position remains open until filled.