

ALBANY SYMPHONY ORCHESTRA

Executive Director – Position

- This is a full-time salaried position; however, it is not a 9:00 to 5:00 job. The Executive Director is expected to work 40 hours per week with the understanding that the schedule may often need to be flexible.
- The executive director qualifies for two weeks of paid vacation per year, in addition to the week between Christmas and New Year's Day. The office is also closed on all federal holidays. No time off will be allowed during the week before or during a concert or major event.

Executive Director – Qualifications

- A bachelor's or advanced post-secondary degree
- Leadership in the nonprofit sector, preferably with an arts organization
- A love for music and an ability to communicate its importance persuasively to a broad range of audiences
- Demonstrated development experience, preferably with success in cultivating, soliciting and stewarding major gifts
- Solid financial management and budgeting skills within nonprofit organizations
- Ability to build, nurture and sustain positive relationships with patrons, donors and community partners
- Proven leadership ability and experience in public relations, marketing and audience development
- An engaging personality and an ability to be an effective public face and community spokesperson for the ASO
- Working knowledge of orchestral music, production and operations is preferred but not required
- Commitment to advancing the principals of equity, diversity and inclusion in an arts organization
- A reputation for integrity, strong interpersonal skills and an energetic work ethic