

## **WHO WE ARE**

Serving the Treasure Valley, the Boise Phil was established over 60 years ago but traces its artistic roots back to 1885. It is the longest continuously running cultural organization in the state, and one of the longest in the country. In addition to the professional orchestra, Boise Phil programming also includes the Boise Phil Master Chorale, education & community engagement programs, and three Boise Phil Youth Orchestras.

Please visit our website to learn more about who we are:

<https://boisephil.org/about/whoweare/>

## **ABOUT THE ROLE**

Reporting to the Board of Directors through the board president and partnering with the Music Director, the **Executive Director** will provide strategic leadership, champion a positive culture, support the Phil's dynamic programming, and oversee services and operations. The Executive Director will monitor and manage the organization's financial health as well as oversee all contracts with artists, unions, vendors, and other entities. The Executive Director will play a critical leadership role to foster an inclusive workplace.

## **REPORTING RELATIONSHIPS**

Reports to: Board of Directors through the Board President Supervises:  
Administrative staff, contractors, volunteers

Liaison to: Orchestra musicians

## **KEY RESPONSIBILITIES**

The Executive Director's duties and responsibilities include, but are not limited to, the following:

- **Strategic Vision and Leadership for the Boise Phil** Demonstrate a collaborative leadership style with the Music Director that encourages artistic innovation and fiscal responsibility.

### **Administrative and Operational Management**

- Continue to grow a positive culture and work environment through day-to-day management and supervision of staff and volunteers.

### **Board Governance**

- Establish a strong working relationship with the executive committee and the board of directors.

### **Fiscal Responsibility and Oversight**

- Demonstrate solid fiscal and business acumen and ensure the highest levels of financial accountability.

### **Contributed and Earned Revenue Enhancement**

- Cultivate and nurture relationships with all donors and corporate sponsors, in collaboration with the Music Director, to support increased contributed revenue.
- Enhance and guide a marketing and communication strategy that highlights Boise Phil's mission and maximizes earned revenue opportunities.

### **Public Engagement and Relationship Management**

## **CANDIDATE PROFILE**

The Executive Director will be a decisive and self-confident leader, able to communicate clearly and effectively with all people internally and externally.

## COMPENSATION

The annual salary is commensurate with experience. Benefits include health, dental and vision package with an HSA plan, and retirement plan (employees are eligible for organization match after 1 year of employment), as well as paid holidays, vacation and personal time off.

## APPLICATION INSTRUCTIONS

To apply, please send a cover letter and resume to [searchcommittee@boisephil.org](mailto:searchcommittee@boisephil.org). Please indicate in your application:

- how you think the Boise Phil can continue to move forward on its mission, and
- how you personally can contribute to increasing the Boise Phil's artistic and financial success.

The deadline to apply is January 12, 2024.

*The Boise Philharmonic Association is an equal opportunity employer that values diversity. All qualified applicants will be considered without regard to race, religion, color, national origin, gender identity or expression, sexual orientation, age, marital status, veteran status, disability status, or any other legally protected category.*