

Organization: Education Through Music
Title: Executive Director
Reports to: Board of Directors
Location: New York, NY
Website: www.etmonline.org
To apply: Please send resume and cover letter to EDETM@pbrsearch.com

Position Summary

Education Through Music, a non-profit organization now in its 27th year, is seeking a dynamic Executive Director to lead its next phase of growth. The Executive Director is the primary steward in leading ETM's mission, vision, goals and voice by fostering meaningful relationships, capitalizing on opportunities and creating a network of stakeholders and funders. The Executive Director is responsible for the overall success of the organization with a specific focus on development and fundraising strategies to support an aggressive growth plan. The ideal candidate, who will succeed the founding Executive Director, will be an experienced and creative leader with a passion for educational equity and access.

Organization Overview

Founded in 1991, Education Through Music currently reaches 30,000 students in 57 schools across New York City to provide all children equal access to music education as a catalyst for further academic achievement and general development.

With an operating budget of more than \$6M, and professional staff of 30, Education Through Music is well poised to scale its proven model to reach a greater number of students. Education Through Music believes that every child deserves access to high-quality music education as a core subject, taught by over 50 ETM-trained music teachers. Music supports learning in other key areas, including math, science and language arts and engages parents and school communities which are key to the success of students.

To learn more about our story, impact and results, visit ETMonline.org.

Key Responsibilities

- Leadership
 - Lead and inspire a high performing team, building on a culture of continuous improvement and excellence
 - Strengthen ETM's public profile and brand recognition leading to an increase in school partnerships and students served
 - Cultivate and maintain relationships with external stakeholders, including community groups, school partners, elected officials
 - Represent ETM at professional events and conferences
 - Become recognized as a thought leader in the field of education equity
 - Collaborate with the COO and Director of Programs to ensure all programs are of the highest quality and fulfill the mission of the organization
 - Manage the Director of Development and COO, providing leadership, direction, and support
- Fundraising
 - Work in close collaboration with the Director of Development to provide direct oversight for all fundraising with a goal of raising \$4M+ annually
 - Serve as the outward-facing spokesperson for the organization
 - Maintain current and cultivate new fundraising relationships across all revenue streams to meet the defined growth targets

- Cultivate an active portfolio of donor prospects and maintain a steady flow of personal visits, relationship development activities, solicitation and stewardship activities
- Board Engagement
 - Develop a strong and transparent working relationship with the Board of Directors
 - Collaborate with the Board to increase the diversity and overall engagement of the members
 - Collaborate with the Board of Directors and the COO to manage ETM's strategic plan, budget and financial strategy
 - Keep the board informed, involved and working together with ETM staff as a collaborative team

Qualifications

The ideal candidate has a proven track-record of nonprofit management and growth, and a passion for equality for children. In addition, the individual will have:

- Proven experience as a senior management executive (10 years minimum)
- Demonstrated success in board development and fundraising, including ability to raise \$5M to \$10M annually
- Outstanding presentation and communication skills, and the ability to be a compelling spokesperson
- Excellent relationship-building skills, with an ability to communicate and work effectively with a variety of internal and external stakeholders to achieve a common goal
- Keen analytic, organization and problem-solving skills which support and enable sound decision making
- Passion, idealism, integrity, positive attitude, mission-driven, and self-directed

Interested candidates should submit their cover letter and resume to EDETM@pbrsearch.com.

Education Through Music is committed to a policy of Equal Employment Opportunity and will not discriminate against an applicant or employee on the basis of age, sex, sexual orientation, race, color, creed, religion, ethnicity, national origin, alienage or citizenship, disability, marital status, veteran or military status, genetic information or any other legally-recognized protected basis under federal, state, or local laws, regulations or ordinances.