



EXECUTIVE DIRECTOR OPPORTUNITY



w.o. smith

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Organization Overview:

Since 1984, W.O. Smith Music School has opened the world of music to thousands of deserving children in Nashville. The mission is to make affordable, quality music instruction available to children from low-income families, transforming lives through music. W. O. Smith Music Schools believes that the discipline, focus, and creativity cultivated through music education empower young people to achieve their ambitions, both within and beyond the world of music.

Position Summary:

W.O. Smith Music School is seeking a visionary, strategic, and passionate Executive Director to lead the organization into its next chapter of growth and impact. The Executive Director will oversee the overall leadership and operational management of the school, collaborating with staff, volunteer teachers, and the community to expand the number of students served and enhance the school's reach. This role will build on the school's strong foundation, focusing on strengthening community partnerships, expanding programming to meet the needs of a growing student body, and driving innovative fundraising initiatives to ensure long-term sustainability and financial growth.

Key Responsibilities:

1. Leadership & Vision:

- Provide strategic leadership to ensure the school's mission is fulfilled through high-quality music education, innovative programming, and community engagement.
- Cultivate a forward-thinking vision for the future, positioning W.O. Smith Music School as a leader in arts education and an indispensable resource for Nashville's youth.
- Inspire staff, volunteers, students, and donors with a compelling vision of growth and opportunity, while preserving the core values that have defined the school since its founding.

2. Program Development & Community Engagement:

- Ensure the development and expansion of music education programs that meet the needs of underserved children, fostering both artistic and personal growth. Remove barriers for family participation and potentially offering remote or localized programs could make the school more accessible.
- Build strong relationships with community partners, alumni, local schools, and volunteer teaching artists to expand the reach and impact of the school. Establish and nurture meaningful partnerships with schools, and cultural organizations.
- Champion diversity, equity, and inclusion initiatives to ensure that all students have access to high-quality music education and that programming is relevant and responsive to the community's evolving needs.

3. Fundraising & Resource Development:

- Lead efforts to ensure long-term financial sustainability through innovative fundraising strategies, including grant writing, individual giving, corporate partnerships, and events.
- Actively engage the Board of Directors, donors, staff, alumni, and community stakeholders in fundraising efforts to secure resources necessary to expand the school's programs and reach.
- Develop and implement strategies to cultivate relationships with new and existing donors, increasing overall philanthropic support for the school.

4. Operational & Financial Oversight:

- Provide overall operational leadership, ensuring the effective and efficient use of resources in alignment with the school's mission and goals.
- Oversee budgeting, financial management, and reporting, ensuring the fiscal health of the organization.
- Build and maintain a high-performing team of staff and volunteers, providing mentorship and professional development opportunities.

5. Advocacy & External Relations:

- Serve as the public face and chief advocate for W.O. Smith Music School, promoting its mission and impact locally and nationally.
- Foster strong relationships with media, local government, and arts education networks to elevate the school's profile and influence.
- Advocate for the importance of music education as a critical component of youth development and community well-being.

Qualifications:

- Five years proven leadership experience in nonprofit management, arts education, or a related field.
- Five years of strategic and impactful fundraising, raising more than \$250K per year. Demonstrated success in fundraising and resource development, with experience cultivating donors, growing corporate partnerships, and securing major gifts.
- Five years' experience with financial oversight, budgeting, and operational management.
- Passion for and commitment to the mission of W.O. Smith Music School and the transformative power of music education. Ideally, the candidate is proficient in a musical instrument.
- Experience serving underserved and at-risk populations with strong cultural competence and commitment.
- Strong strategic vision and experience leading an organization through growth and change.

- Excellent communication, collaboration, and interpersonal skills, with the ability to engage diverse stakeholders, including staff, volunteers, students, donors, and community partners.
- Ability to inspire, motivate, and lead a dedicated team of professionals and volunteers.
- Proven collaboration skills be creating and deepening relationships for impact.

Salary and Benefits:

The base salary range is \$115,000-\$125,000. The benefit package includes fully paid medical (including family) with dental and vision insurance available. W.O. Smith Music School offers a Health Savings Account (HSA) with a company contribution (currently \$4,000) and a 401(k) retirement plan with employer matching of up to 5%.

How to Apply:

To apply for the position of Executive Director, please submit a cover letter addressing your experience with advocating and fundraising within the youth education sector and a resume to elle@nonprofit-leadership.com. The deadline to apply is **December 12th, 2024**; early applications are strongly encouraged as the screening process begins once applications are received. All applications will be acknowledged via an email receipt.