

NYSSMA® NOTIFICATION



NYSSMA® Official Notification



The New York State School Music Association Seeks Outstanding Executive Director

Type: Full-time

Salary Range: \$150K-\$175K

Application Deadline: October 31, 2024

NYSSMA® is seeking a dynamic and experienced Executive Director to lead the organization into its next chapter of growth and impact. Reporting directly to the President of the Association, the Executive Director will serve as the Chief Executive Officer, responsible for overseeing all aspects of NYSSMA's operations, finances, and strategic initiatives. The successful candidate will possess strong leadership skills, a deep understanding of music education, and a passion for advancing the mission of NYSSMA®.

Key Responsibilities:

- Leadership and Management:** Provide strategic leadership and direction to NYSSMA® staff, ensuring alignment with the organization's mission, vision, and goals. Supervise and support staff members to maximize their potential and contribution to NYSSMA's success.
- Financial Management:** Oversee the fiscal health of NYSSMA®, including budget development, financial planning, and resource allocation. Ensure compliance with financial policies, regulations, and reporting requirements. Grant writing to support association work and initiatives.
- Operational Oversight:** Manage the day-to-day operations of NYSSMA®, including program implementation, event planning, and administrative functions. Streamline processes and systems to enhance efficiency and effectiveness.
- Collaboration and Communication:** Work closely with the President of the Association, Officers, and the Executive Council to develop and execute strategic initiatives. Foster collaboration and communication among stakeholders, including members, partners, and the broader music education community.
- Advocacy and Outreach:** Serve as a prominent advocate for music education in New York State, representing NYSSMA's interests to policymakers, educators, and the public. Develop and maintain partnerships with relevant organizations and stakeholders to advance shared goals.

Qualifications:

- Masters degree required.
- Minimum of 5 years of experience in nonprofit management, association leadership, department leadership, or related field.
- Strong financial acumen, with experience in budgeting, financial planning, and financial management.
- Excellent communication and interpersonal skills with the ability to engage and inspire diverse stakeholders.
- A proven commitment to, and experience within the field of music education.
- Proven track record of strategic planning, organizational development, and team leadership.
- Demonstrated commitment to diversity, equity, and inclusion in the workplace and the broader community.

Application Process: Qualified candidates are invited to submit a cover letter and resume to:

Edmund Chiarello, President
c/o NYSSMA Business Office
718 The Plain Road
Westbury, NY, 11590-5956

Deadline - October 31, 2024.

NYSSMA® is an equal opportunity employer and welcomes applications from individuals of all backgrounds. We celebrate diversity and are committed to creating an inclusive environment for all employees.