



Director of Operations / Community Engagement **Full-time**

Company Description

The orchestra is led by music director Troy Quinn and performs five subscription concerts, a summer concert, several chamber concerts, and several regional run-out concerts annually. In addition, the Symphony reaches the young people of the community with quality education programs.

In 2005, the Symphony completed a \$1.6M capital campaign to open the Owensboro Symphony Academy. The state-of-the-art Academy features: (1) Education space, such as a 1,200 square-foot recital hall (the home of the Owensboro Symphony Youth Orchestra) and five sound-proof teaching studios; (2) Walk-in backstage access to the RiverPark Center; and offices for the Symphony's Executive staff. The Symphony performs in the acoustically-superb RiverPark Center, a 1,500 seat hall that was built in 1992 and designed for the orchestra.

Job Description

The Director of Operations / Community Engagement coordinates all details relating to subscription concerts and events, concert hall facilities, event locations, guest artists and is responsible for ensuring that concerts and events are smoothly produced. Additionally, The Director of Operations / Community Engagement is responsible for creating, overseeing, and implementing programs that add sustained value to our community, surrounding and beyond our subscription concerts. This person will have a creative, strategic approach to designing and improving programs supporting the mission of the Owensboro Symphony and serving the needs of the community.

This position maintains symphony master schedule, facility schedules, Academy Schedules, run-outs, and oversees compliance with guest artists and vendor contracts.

Position calls for project coordination experience in a performing arts environment and the ability to work with both internal staff and external vendors.

Qualifications

- Experience in operations for a performance or presenting organization.
- Working knowledge of orchestral repertoire and performance practices with a high sense of professionalism in performance presentations.
- A team builder with outstanding communications skills who will contribute to a positive, collegial, good-humored work atmosphere to get results in a fast-paces, high pressure, deadline-oriented environment.
- Computer proficiency including Microsoft Office Suite.
- Experience working successfully with a variety of personalities including artists
- Bachelor's degree in music or related field, equivalent work or fellowship in orchestra management preferred.

Compensation

Competitive with excellent benefits package. Commensurate with experience.

Immediate Response Required:

Applicants should send the following: Cover Letter, Resume, Five Personal References to Careers@OwensboroSymphony.org