



## Executive Director Job Profile

### *About the Columbus Music Commission*

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#### ***Vision and History***

Columbus will be a hub of music innovation, collaboration, and artistry — and its music is recognized as an important cultural and economic asset. Founded in 2016, the mission of the ***Columbus Music Commission is to connect music makers, music commerce, and community to engage in creating, performing, and promoting great music.*** The CMC is a private nonprofit that receives funding from the City of Columbus and other public and private entities.

#### ***Mission***

The Columbus Music Commission (CMC) connects music makers, music commerce, and community to engage in creating, performing, and promoting great music.

#### ***Values***

Collaborative  
Diverse  
Inventive

Bold  
Transparent  
Inclusive

Nurturing  
Accountable

### *About the Executive Director Position*

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The first-ever Executive Director (ED) of the Columbus Music Commission will collaborate with all sectors of the Columbus music industry to advance the vision and mission of the Columbus Music Commission. The Executive Director will be:

- Passionate about music and the impact music has on the community;
- Collaborative and inclusive with diverse individuals and organizations – from garage bands to symphony leaders;
- Creative in developing plans, programs, and opportunities to advance music in Columbus;
- Appreciative of Columbus' Midwestern values of openness and friendliness;
- Organized with an ability to develop and implement a business plan and achieve goals; and
- Responsible for building the organization and its reach locally and nationally.

#### **Position Responsibilities**

***Connector*** – serves as the music connector in the community. Connects musicians, venues, vendors, funders, supporters, government, arts organizations, and others who are advancing the music sector in the community.

***Planning and Program Management*** – creates programs, educational resources, and offerings unique to the Columbus music scene and its culture. Develops, coordinates, and supports programs, studies, and connections for musicians, venues, and supporters.

*Marketing & Promotion* – develops CMC marketing and promotion collateral, social media, and opportunities to advance Columbus’ unique music brand. Serves as the evangelist and resource for all things music in Columbus. Serves as organization spokesperson.



*Board and Community Engagement* – serves as the principal resource to the Board of Directors and its key committees and gives strong direction to the board in building the organization.

*Resource Development* – develops financial resources for the organization through grants, philanthropic fundraising, and building and cultivating relationships with donors and government leaders and funders.

### **Position Competencies, Skills, and Qualifications**

To successfully lead Columbus Music Commission in achieving its immediate and long-term objectives, the ideal candidate will possess the following competencies and skills.

#### Behavioral Competencies and Attributes

- **Passion** for the mission and ability to lead with **vision**; ability to develop and implement related **programs and services**
- Extremely strong **strategic thinking, organization, and planning** skills with the ability to establish both short-term and long-term strategies and plans for achieving organizational goals
- Very strong **interpersonal** skills with the ability to be **persuasive** with a variety of constituents including musicians, venue operators, community leaders, funders, others
- Critical **listening** and **negotiation** skills
- Very effective **communication** skills including the ability to publically support and represent CMC, including public speaking; ability to communicate via **social media**
- Knowledge, experience, and a successful track record in **fundraising** and budgeting and financial aptitude
- Ability to **work independently** and be **self-directed** while also being highly **collaborative** with constituents, and like-minded organizations. Ability to establish **priorities, goals, and timelines**
- Orientation toward **action** and **results** and strong **command skills**
- **Ethics** and **integrity** in all activities inside and external to the organization
- A **high energy level** and **sense of humor**

#### Qualification Requirements

- BA/BS degree in appropriate field or equivalent experience
- Experience developing and building programs and services and a track record of collaborating with groups, organizations, and strategic partners

## Desirable

- Background and experience in the music industry
- Experience in **building revenue and increasing philanthropic support**, including grant preparation

## *About Columbus*

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Columbus is Ohio's capital and the state's largest city, with two million people in the metropolitan area. A vibrant place to call home, Columbus has acclaimed performing and visual arts organizations, entertainment and shopping for all ages, plentiful educational opportunities, collegiate and professional sports, and a variety of inviting neighborhoods. The Columbus economy is fueled by a workforce that is more educated than the national average.

Columbus has active urban neighborhoods—such as German Village, the Short North Arts District, Olde Towne East, Victorian Village, and Clintonville—with unique housing, galleries and exhibition space, and shopping. The city includes many architectural landmarks, both historic and modern. And the metropolitan region has established and growing suburbs with many options for primary and secondary education, a wide variety of housing stock, and a metro park system second to none.



Central Ohio also boasts the Columbus Zoo and Aquarium, voted the favorite zoo in America by *USA Travel Guide*; COSI Columbus, the number one science center in the country for families according to *Parents* magazine; the nation's most highly rated public library system; recently recognized by *Money Magazine* as one of the Best Big Cities in America; and recognized as a Smart City with the award of \$50 million to modernize its transportation system.

The region has some of the top public schools in Ohio, as well as a number of independent and parochial schools. In addition to The Ohio State University, the area is home to private institutions of higher learning such as Capital University, Otterbein University, Ohio Dominican University, Ohio Wesleyan University, Denison University, Ashland University, Pontifical College Josephinum, Trinity Lutheran Seminary, and the Methodist Theological School in Ohio. The renowned Columbus Museum of Art; Columbus Symphony; BalletMet; ProMusica; the Pizzuti Collection, featuring exhibitions from around the globe; the Wexner Center for the Arts, which presents cutting-edge exhibitions and contemporary film, music, and dance; and the Jazz Arts Group are among Columbus' outstanding and diverse major arts organizations.

## Art Makes Columbus

In Columbus, we believe the arts in all their forms create culture: art makes Columbus! Columbus neighborhoods abound with cultural life in the visual arts, performing arts, design, and media industries. The Short North neighborhood near downtown boasts a lively arts scene filled with galleries, music venues, restaurants, and retail shops. Olde Town East, a

thriving urban neighborhood, has established an arts foundation that serves as an incubator for neighborhood-grown musical and other artistic talent. The Ohio State University is home to the Wexner Center for the Arts, devoted to presenting the best in contemporary film, dance, music, and the visual arts from around the globe.

Shadowbox Live, the country's largest resident theatre company, is the only performing arts organization in the U.S. devoted exclusively to presenting the rock arts through original productions and tributes to artists such as Prince, David Bowie, Joe Cocker, and the Beatles. Its annual collaboration with the Rock and Roll Hall of Fame attracts hundreds of rock music lovers each year. And the Columbus College of Art and Design is one of the country's most well-respected and competitive arts education institutions, producing national talent in the fine arts, fashion design, graphic design, photography, and the media arts. Columbus is ranked one of the country's top cities for outdoor festivals ranging from ComFest to the Jazz and Rib Fest, and many more. The Columbus Arts Festival draws thousands of artists, craftspeople, musicians, and visitors from across the country every June.

### Alive with Music

For those who love to listen to music, play music, or write music, Columbus is the place to be. We support an outstanding array of musicians, singers, and songwriters in every style from jazz and blues to country, punk, and alternative, and from chamber music to hip-hop. The diversity and depth of talent in the music industry in Columbus adds rhythm and vibrancy to life here. Columbus has nurtured the musical talents of 21 Pilots, Lydia Loveless, and Saintseneca, and many others. Many nonprofit organizations and programs are dedicated to



promoting musicians and the musical arts, such as Transit Arts and the Jazz Arts Group's Jazz Academy.

Columbus supports a wide array of live music venues - from large to small - featuring local bands playing original music and small to medium touring acts. Newport Music Hall is the longest continually running rock club in the country. EXPRESS Live, PromoWest, the Bluestone, Rumba Cafe, Big Room Bar, Ace of Cups, and Notes are just a few go-to venues that pack crowds nightly. Major concert venues such as Nationwide Arena and the Schottenstein Center present big ticket musical acts such as Elton John, Paul McCartney, Bruce Springsteen, the Rolling Stones, and others.

## *Application Process*

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Benefactor Group is assisting the CMC with this search. To learn more about CMC visit the CMC website at: <https://musiccolumbus.com/>

Applications will be reviewed as they are received. All applications will be considered highly confidential. **To be considered for this position, please send cover letter and resume to:**

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