



**National Association
for Music Education**

**POSITION ANNOUNCEMENT:
EXECUTIVE DIRECTOR & CEO**

National Association for Music Education (NAfME), among the world's largest arts education organizations, is the only association that addresses all aspects of music education. NAfME advocates at the local, state, and national levels; provides resources for teachers, parents, and administrators; hosts professional development events; and offers a variety of opportunities for students and teachers. The Association orchestrates success for millions of students nationwide and has supported music educators at all teaching levels for more than a century.

Since 1907, NAfME has worked to ensure that every student has access to a well-balanced, comprehensive, and high-quality program of music instruction taught by qualified teachers. NAfME's activities and resources have been largely responsible for the establishment of music education as a profession, for the promotion and guidance of music study as an integral part of the school curriculum, and for the development of the National Standards for Arts Education.

NAfME has exclusively retained Nonprofit HR to assist in the recruitment efforts for its next Executive Director and Chief Executive Officer (ED). The position of ED is a critical and visible position requiring strong business (financial, operations) and development experience. The ED reports to the National Executive Board (NEB) and is responsible to execute the strategic direction, leadership, and day-to-day operations of the association to include advocacy, public relations, as well as community-focused and mission-aligned program development. The ED works collaboratively with the NEB to execute a highly strategic vision and facilitate relationships with key stakeholders including but not limited to state and national leaders, members, corporations, and the media.

The ED must be a visionary leader and be able to guide and facilitate resource development, access to capital, and other initiatives to enhance and sustain the association's financial goals and mission-driven opportunities. The ED must have the skills to lead the organization through transition, driven by new strategic planning, and to ensure fiscal sustainability.

The ED must have broad management experience in a non-profit, membership-based organization, government, or business setting, including program and project development, implementation, and evaluation; short- and long-term strategic planning; and budgetary oversight. The selected candidate must have exceptional leadership presence and experience speaking in service to a diverse community, with demonstrated ability to increase and leverage organizational visibility, credibility, and brand recognition through the media and other public relations sources.

The ED must ensure that information technology infrastructure and support aligns with the organization's online membership demands and communications needs. S/he is also responsible for the implementation and management of information technology activities including acquiring hardware and software required to upgrade the technological infrastructure. This candidate will oversee an update of the organization's web site and technology infrastructure. Demonstrated experience is required.

Internally, the ED must develop, lead, attract, inspire, retain, and manage a diverse, talented, and high-performing team, to ensure that the mission and core values of NAfME are put into practice by holding everyone accountable for quantifiable high-quality, timely, and cost-effective results. Team building is key. Beyond guiding the staff in their respective areas of functional expertise, the executive must foster a shared vision for the important work it must do—making the most of the staff's collective talent in support of organization-wide success. In an environment that is collegial and where talent and culture are critical, the

ED will need to engage staff, stakeholders, the membership, and the NEB in strategic operations and execution through responsive and transparent communication and leadership.

The ideal candidate will have a master's degree or extended experience in a relevant discipline along with a CAE certification. The successful candidate will possess, at a minimum, a bachelor's degree and significant management experience of which at least five years include experience in executive operations and leading a business that has demonstrated growth and profitability.

The ED must also have a passion for NAFME's Mission, Vision, and work, and be a strong and active supporter of music education and educators. They must have experience creating and maintaining an organizational culture that attracts, motivates, and retains a diverse, talented staff and partners to blend skill sets, meet objectives, and provide efficient program execution. The ED must have demonstrated capacity to work thoughtfully and effectively with members, consultants, staff, and populations with diverse experiences and identities. The ideal candidate has experience managing a national organization with a thriving membership network.

For consideration, interested candidates must submit both a cover letter and resume. Your cover letter must address your experience and qualifications being sought. Send materials to: execsearch@nonprofithr.com "ATTN: NAFME Executive Director Search" in the subject line. Electronic submissions are highly preferred. Interested individuals are encouraged to apply immediately. Please visit: www.nafme.org for more information about the organization. To obtain further details about this opportunity, contact Myra T. Briggs, Executive Search Practice Leader at Nonprofit HR at mbriggs@nonprofithr.com.