



POSITION SPECIFICATION

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| <u>POSITION TITLE:</u> | President and CEO |
| <u>LOCATION:</u> | Newark, New Jersey |
| <u>THE ORGANIZATION:</u> | <i>New Jersey Performing Arts Center</i> www.njpac.org |

The **New Jersey Performing Arts Center (NJPAC)** is the **sixth largest performing arts center** in the nation. Located in Newark, New Jersey, NJPAC is not only a world-class cultural landmark, but also a community center that embraces *all* New Jerseyans. Its programming, audience diversity and educational initiatives, along with the catalytic role it has played in returning nightlife and economic activity to Newark, have earned international praise.

Conceived as an arts center with a social conscience, NJPAC is driven by a five-point mission:

- To present the world's greatest artists in a premier cultural setting
- To be "New Jersey's Town Square" through civic, social, cultural, and intellectual engagement, and a stage for New Jersey's best artists
- To enrich children, families, and the greater community through lifelong arts education
- To bring diverse communities together
- To be a major driver of Newark's economic revitalization.

More than **6 million patrons** have experienced over 3,500 performances at NJPAC during its first thirteen seasons. NJPAC's venues include the world-class Prudential Hall (2,800 seats), the intimate Victoria Theater (514 seats), the cabaret-style Chase Room (225 seats), the versatile Horizon Black Box Theater (70 seats) and the three-acre outdoor Theater Square, as well as several private event spaces.

NJPAC draws a greatly diversified audience, in part by offering programming meaningful to the varied communities in New Jersey.

NJPAC is a not-for-profit organization with an annual operating budget for FY '10 of **\$28 million**; it has one of the largest endowments of any performing arts center in the country. NJPAC employs 120 full-time staff and approximately 50% of its workforce is African-American, Hispanic, and/or Asian-American.

World-Class Artistry

Each of the performing arts—dance and theater, music and spoken word, and everything in between—is well-represented on NJPAC's stages. NJPAC presents, co-presents, and rents its spaces for performances. NJPAC presents 400 performances and events each season. Among the artists appearing on the NJPAC stages are: Yo-Yo Ma, Lang Lang, the Boston, Chicago and Los Angeles Symphony Orchestras, Alvin Ailey American Dance Theater, Bill T. Jones/Arnie Zane Dance Company, Keith Jarrett, Diana Krall, Garrison Keillor, Bob Dylan, Audra McDonald, Bette Midler, and hundreds of other renowned performers. World renowned orchestra, the New York Philharmonic, has preformed almost yearly since the inception of NJPAC, along with numerous European orchestras and other international performers. NJPAC also plays host to tours of popular Broadway musicals and presents a cabaret series. The New Jersey Symphony Orchestra performs the majority of its concerts in NJPAC's Prudential Hall.

Community Connections

NJPAC's commitment to its community extends beyond the walls. Community-centered events offered each year include *Sounds of the City*, a free outdoor music series that attracts 3,000 people every Thursday evening during the summer; the **Kwanzaa Festival and Marketplace**, which celebrates the holiday with hundreds of local children and their families; and the **Young Writers' Workshop**, which

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brings targeted literacy activities right into children's neighborhoods. The *Alternate Routes* series connects cultures of the world with New Jersey audiences and artists through performances by renowned international artists and post-performance discussions, with ancillary offsite residency activities offered in community centers, colleges, and churches free of charge.

Arts Education

Arts Education has been a central part of NJPAC's mission since its inception. Each year, NJPAC serves more than **75,000 New Jersey children, families, and educators** through a comprehensive array of activities—performances, arts training, residencies, and professional development. NJPAC has the **fourth largest performing arts center education program in the nation** and has served almost **one million young people and their families**.

Urban Redevelopment and Expansion

Part of NJPAC's mission, since the earliest days of planning, has been to help create a vibrant, round-the-clock environment in downtown Newark. The first project, to be managed by NJPA's nonprofit subsidiary, the NJPAC Development Corporation is a proposed 30-story mixed use development of 300 market-rate apartments, retail, and parking. This development will be the first construction of new market-rate apartments in Newark in over **40 years**. *One Theater Square* is planned to be developed in partnership with a successful residential developer. Once completed, *One Theater Square* is envisioned to transform NJPAC's theater square into an attractive "outdoor living room" where people relax, enjoy music, shop, and eat.

REPORTING RELATIONSHIPS:

The position reports to the Board of Directors through the Chairman. Direct reports to the President and CEO are: Executive Vice President and COO; Vice President, Arts Education; Vice President, Development; Vice President, Marketing; Vice President, Programming and New Media; and Vice President, Public Affairs.

POSITION SUMMARY:

The President and Chief Executive Officer (CEO) is a member of the board, the most senior staff member of NJPAC, and the visible external representative of the organization. The President and CEO is responsible for insuring that the mission of NJPAC is realized and that the organization's values are maintained. The President and CEO is also responsible for insuring that NJPAC responds to the changing cultural and business landscape of the community, the state and the region, and that, through innovative programming and marketing, maximize NJPAC's reach to current and new audiences. The President and CEO is also responsible for insuring the sustainability of NJPAC through annual and endowment fundraising, continual upkeep and upgrade of its physical assets, and the encouragement and development of its management team and general workforce.

SCOPE AND RESPONSIBILITIES:

- In partnership with the Board of Directors,
 - Provide leadership and strategic direction
 - Engage new donors and provide stewardship to NJPAC's many donors
 - Cultivate new, personal relationships with future donors
- Represent NJPAC to the various stakeholders; governmental, corporate and foundation leaders, artists, various media outlets, major donors, ticket buyers, patrons, local citizens, et. al.
- Participate in the recruitment and stewardship of board members

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- Define and develop ongoing working partnerships between NJPAC and state and national arts organizations, community groups and government agencies, churches, civic associations, real estate developers, and others
- Present long- and short-term financial plans and manage approved budgets
- Lead the organization to respond to changes in the political and social environments, the arts industry, and the philanthropic sectors
- Insure that ethical standards and standards of quality and customer care are maintained at the highest levels.

EXPERIENCE/SKILL REQUIRED:

The ideal candidate will possess the experience and skills to manage a complex business with a large budget and staff, sophisticated facilities, and multiple customer amenities including restaurants, catering, and parking. The ideal candidate will have at least ten years of management experience gained from positions within the performing arts, academia, government, business or philanthropy.

In addition, the ideal candidate will have:

- The charisma to inspire, motivate, and engage board, staff, internal and external stakeholders and the general public
- A proven track record of cultivating major donors
- The ability to engage potential and existing donors and to maintain their interest in supporting the arts center
- High ethical standards, intellectual curiosity, and a personal interest in continual learning
- An understanding of best practices in nonprofit board and staff management
- Excellent written and oral communication skills
- Passion and enthusiasm for the arts.

The following are also highly desired:

- A belief in the power of the arts to affect positive change in society
- A tolerance for artistic risk and experimentation
- An interest in embracing new technologies and innovative ways of reaching the public
- An advanced degree in a relevant field

An understanding of real estate development with an emphasis on urban planning, a plus.

COMPENSATION:

A competitive compensation package will be offered.

CONTACT INFORMATION:

Submit confidential nominations or applications to:

James Abruzzo
Managing Director
Nonprofit Practice

DHR International
1085 Raymond Blvd., 14th Floor
Newark, NJ 07102
Tel: 973-792-1710
Fax: 973-792-1539

jabruzzo@dhrinternational.com
www.dhrnonprofit.com