

# ASPEN • LEADERSHIP • GROUP

## VICE PRESIDENT FOR ADVANCEMENT

### MANHATTAN SCHOOL OF MUSIC

New York, New York

<http://msmnyc.edu>



The Aspen Leadership Group is proud to partner with Manhattan School of Music in the search for a Vice President for Advancement.

Reporting to President James Gandre, the Vice President is responsible for the planning and management of the individual, corporate, foundation, and government fundraising efforts for MSM's annual, capital, and special project needs. The Vice President for Advancement will provide leadership and direction to the Advancement team. The Vice President will also serve as a key partner to the President and other senior leaders including MSM's Board of Trustees. This position requires a strong management background, orientation towards high quality execution and process management, senior-level frontline fundraising experience, and a passion for and proven track record in building productive, long-term relationships with colleagues and with donors.

Manhattan School of Music is deeply committed to excellence in education, performance, and creative activity; to the humanity of the School's environment; and to the cultural enrichment of the larger community. A premier international conservatory, MSM inspires and empowers highly talented individuals to realize their potential. MSM takes full advantage of New York's abundant learning and performance opportunities, preparing its students to be accomplished and passionate performers, composers, and teachers and imaginative, effective contributors to the arts and society.

From its beginnings as a small settlement music school to its current incarnation as a top, international conservatory, Manhattan School of Music has upheld a tradition of excellence in professional music education. The School was founded in 1918 by pianist and philanthropist, Janet Daniels Schenck. Then called the Neighborhood Music School, it was located on Manhattan's East Harlem and tasked with bringing high-quality musical training to the immigrant communities of New York City. By re-establishing the musical communities that had existed in these immigrants' home countries, Schenck hoped to further the nascent cause of American music. To that end, the School developed its resources to educate the complete musician.

Under the current leadership of Dr. James Gandre, who assumed the presidency in May 2013, Manhattan School of Music continues to uphold the mission that Janet Schenck began nearly 100 years ago. Now home to 965 students from more than 50 countries, the School is a thriving international community of artists. As MSM continues to grow, its focus remains the same: the education of tomorrow's leaders in the arts.

## **REPORTING RELATIONSHIPS**

The Vice President for Advancement reports to the President and supervises a team of seven.

## **PRINCIPAL OPPORTUNITIES**

After a 15-year period of level fundraising, MSM has secured the first non-estate six- and seven-figure gifts in many years. This, added to two grants from the City of New York totaling \$2.8M, propels MSM into a new space. With strong and steady leadership, stable finances and cash reserves, \$8M in capital projects in 2016, and tremendous momentum across the institution, MSM is positioned to continue this trajectory while greatly expanding its donor base.

The vice presidency is an opportunity for an entrepreneurial person to build a modern, efficient, and effective Advancement Office and to work with an engaged President and Board to realize MSM's full potential for philanthropy.

The Vice President for Advancement will be an energetic and organized builder, able to manage multiple projects simultaneously, a strategic thinker, a partner to a president who loves fundraising, accomplished, driven, an effective and collaborative colleague to other senior leaders including trustees, and an inspirational manager and mentor to Advancement Office staff members.

## **PRIMARY RESPONSIBILITIES**

The Vice President for Advancement will

- manage and build the Advancement Office team, identifying staffing needs, formulating policies, and managing operations accordingly;
- design and implement campaign and annual development plans and establish the best practices and metrics that will lead to increased productivity and record results;
- serve as a participating member of the President's Council, working with senior leadership to identify funding needs, prospects, and strategies to successfully meet major, annual, and planned giving goals;
- manage the team's total major gifts pipeline, overseeing research, outreach, and stewardship efforts, and ensuring the smooth execution of high-profile special events;
- work closely with the Vice President for Media and Communications in defining campaigns and campaign messages;
- carry a major and principal gifts portfolio as well as assist others with prospect cultivation and solicitation strategies;
- develop and implement strategies that promote long-term sustainable growth in major gift fundraising and deepen the School's relationships with its donors and community;
- recruit, manage, and motivate fundraising volunteers in partnership with the President, faculty and staff members, and members of the Board of Trustees; and
- provide ongoing staff mentorship and management including orientation, continuing education, performance evaluations, operating plans, and professional development.

## KEY COLLEAGUES



**Dr. James Gandre**  
**President**

Dr. James Gandre is an educator and musician with a deep commitment to students and the development of American conservatory learning. He returned to Manhattan School of Music to assume the presidency in May 2013. He had served the School for fifteen years (1985–2000), most recently as Dean of Enrollment and Alumni. In 2000, Dr. Gandre became Dean of Chicago College of Performing Arts at Roosevelt University, where he went on to serve concurrently as the Interim Dean of the College of Education, and ultimately as the University's Provost and Executive Vice President.

President Gandre has broad knowledge of the history and discourse of the American conservatory, the subject of his doctoral dissertation, *And Then There Were Seven: An Historical Case Study of the Seven Independent Conservatories of Music that Survived the 20th Century*. He has also written about conservatories and music schools in *Music in American Life: An Encyclopedia of the Songs, Styles, Stars, and Stories that Shaped Our Culture* (ABC-CLIO, 2013). He presented his views of conservatory education and its impact on cultural life in America in the 2014 *Musical America Directory*.

As a performer, James Gandre has appeared as a tenor soloist with the Cleveland Orchestra, London Classical Players, Philharmonia Baroque Orchestra, and members of the San Francisco Symphony. His professional choral engagements include more than 175 performances with the New York Philharmonic, Aix-en-Provence Festival, Metropolitan Opera Orchestra, Royal Concertgebouw Orchestra (The Netherlands), Israel Philharmonic, Warsaw Symphony, San Francisco Symphony, Orchestra of St. Luke's, Mostly Mozart Festival Orchestra, New York Chamber Symphony, American Symphony, Opera Orchestra of New York, and Voices of Ascension, and more than 20 commercial recordings and television appearances on EMI/Angel, EMI/Capital, Teldec, Delos, MusicMaster, Warner Records, and on NBC's *The Today Show*, PBS's *Live from Lincoln Center*, ABC, and CBS. In these performances, he has worked under such conductors as Leonard Bernstein, Zubin Mehta, Sir Colin Davis, James Levine, Mstislav Rostropovich, Riccardo Chailly, Robert Shaw, Edo de Waart, Christopher Hogwood, Roger Norrington, John Nelson, Carlos Kalmar, Giuseppe Patane, Dennis Russell Davies, and Eduardo Mata.

Gandre is a voting member of the National Academy of Recording Arts and Sciences (GRAMMYS) and a member of the Recommendation Board of the Avery Fisher Artist Program. He has been a judge for the Region Finals of the Metropolitan Opera National Council Auditions. He was a panelist for the William Randolph Hearst Foundation/New World Symphony's symposium on future multicultural recruitment for the orchestra and for the joint Andrew W. Mellon Foundation/Aspen Music Festival panel about bridging the worlds of musical training and future music performance. He led the effort to create the National Performing and Visual Arts College Fairs presented by the National Association for College Admission Counseling and served as the first and third Chairperson of the Advisory Committee. Dr. Gandre also has presented numerous panels on issues affecting LGBT youth and college/high school professionals at educational conferences.

President Gandre has lectured at higher education institutions throughout the country, including the Curtis Institute of Music, New England Conservatory, Oberlin College, University of Michigan, Peabody Institute, Mannes College of Music, Stanford University, University of Michigan, the National Orchestral Institute at the University of Maryland, the University of the Arts, University of New Mexico, and Interlochen Arts Academy. For four years he served as the external adjudicator for graduation performance examinations at

Australia's University of Melbourne School of Music and he has been a regional selector for the Alberto Vilar Global Fellowship in the Performing Arts at NYU. He is the coauthor of a chapter in *The Provost's Handbook* (Johns Hopkins University Press, 2015) on the role of the provost and of the chief financial officer.

He has served on the Board of Directors of Chicago's Grant Park Music Festival, Chicago High School for the Arts, and the Auditorium Theatre of Roosevelt University. He has also served on the Board of Visitors of the Walnut Hill School for the Arts, the Board of Advisors for Music in the Loft, and on the Diversity Working Group sponsored by the Elizabeth Morse and Elizabeth Morse Genius Charitable Trusts.

Dr. Gandre has been a consultant to institutions as diverse as Canada's Royal Conservatory of Music, Chicago's Institute for Clinical Social Work, and the Wisconsin Conservatory of Music and has served as a site team member for the American Bar Association's accreditation division at City University of New York, University of Pittsburgh, University of North Dakota, and Indiana University–Purdue University.

A Wisconsin native, President Gandre earned his Bachelor of Music degree with honors from Lawrence University, a Master of Music degree from the San Francisco Conservatory of Music, and his Doctor of Education from the University of Nebraska–Lincoln. He also attended the Harvard University Institute for Management and Leadership in Education and pursued postgraduate music study at the Blossom Festival School of Music/Kent State University.

He is married to Dr. Boris Thomas, a psychotherapist and executive coach in private practice.



**Lorraine Gallard**  
**Chair, Board of Trustees**

Lorraine Gallard was elected as Chair of the Board of Trustees in the spring of 2014. Ms. Gallard is president and CEO of Bonness Enterprises, Inc., an investment advisory firm for high net worth families that she joined in 1985. Previously, she worked in New York for Soros Fund Management and Arnhold and S. Bleichroeder, Inc. Ms. Gallard began her vocal studies in Manhattan School of Music's Precollege Division, then continued at Eastman School of Music and later privately with Marlena Malas and Renata Babak. She has released two cabaret CDs with her music director David Loud and recently performed at the Park Avenue Armory. Ms. Gallard was Treasurer of Liz Lerman Dance Exchange for three years. She has a B.A. in French Literature from the University of Rochester and an M.A. from NYU. Ms. Gallard is a Chartered Financial Analyst and qualified as a CPA; she also was granted the DALF by the French Ministry of Education. She joined the Board of Trustees in fall 2009.



**Marcia Clay Hamilton**  
**Trustee and Development Committee Chair**

Marcia Clay Hamilton was introduced to MSM through her daughter, Alexandra (BM '08). Ms. Hamilton's career spans nearly four decades and includes positions of leadership in both corporate and small companies, community organizations, and entrepreneurial enterprises. A former and Board member of the Greenwich Symphony Orchestra and founding member of the Greenwich Music Festival, she currently serves as a Trustee and Executive Committee member of MSM, the Stamford Young Artists Philharmonic, Greenwich Pen Women, a branch of the national and Washington D.C.-based Pen Women, a

group of professional women writers, artists, and musicians. An ardent believer in the power of music to transform lives and enhance academic learning, she is an advocate of making music part of the core curriculum at all school grade levels. She and her husband Don support this initiative at the leading-edge Gateway School in NYC and within both the Greenwich and Stamford, CT public school systems. Ms. Hamilton received her B.A. in English Literature and Urban Studies from Wheaton College and an M.B.A from the London Business School. She joined the Board of Trustees in fall 2010.



**Marjorie Merryman**  
**Provost and Senior Vice President**

Composer Marjorie Merryman has been commissioned and performed throughout the United States and in many countries in Europe and Asia. Her catalogue includes orchestral, choral, vocal, and chamber music, as well as an opera and two oratorios. She has been the recipient of numerous awards, including prizes from the American Academy of Arts and Letters, the Walter Hinrichsen Award, the League of Composers/International Society for Contemporary Music, the WBZ Fund for the Arts, and ComposersInc (Lee Ettelson Award). Among her other awards are fellowships or grants from

Tanglewood, the Radcliffe Institute for Advanced Study, and the National Endowment for the Arts - Meet the Composer program.

She has been Composer-in-Residence of the New England Philharmonic and the Billings (MT) Symphony Orchestra, and has served on the boards of the New England Composers' Orchestra, the Lily Boulanger Foundation, Alea III and many others. Her works are published by C.F. Peters, E.C. Schirmer, APNM, and G. Schirmer; and recorded on the Koch and New World labels.

Before coming to MSM, Marjorie Merryman held an endowed chair as Distinguished Professor of Arts and Humanities at Macalester College in St. Paul Minnesota. Previously she has taught at Harvard, MIT, and the New England Conservatory, and for many years chaired the theory and composition department at Boston University School of Music.



**Jeff Breithaupt**  
**Vice President for Media and Communications**

As head of Media and Communications and as Cultural Affairs Attaché at the Consulate General of Canada in New York, Jeff Breithaupt successfully shepherded the G7 country's trusted brand in the northeastern United States, along the way broadening visibility, building critical new relationships, and recruiting unprecedented local, national, and international media coverage for Canada. In addition to his 12 years at the Canadian Consulate, he has held

positions in communications and corporate fundraising at New York City Opera, Cameron Mackintosh Inc. (McNabb & Associates, NYC), and Opera Hamilton (Ontario). Mr. Breithaupt is an accomplished music journalist, having contributed to *Performing Songwriter*, *Psychology Today*, *Saturday Night*, *The National Post*, *The Ottawa Citizen*, and *Canada AM*. He is coauthor of *Precious and Few: Pop Music in the Early '70s* and *Night Moves: Pop Music in the Late '70s* for St. Martin's Press and is one half of the award-winning Breithaupt Brothers songwriting team.

## CANDIDATE QUALIFICATIONS AND QUALITIES

The ideal candidate for the position of Vice President for Advancement will have

- ability to think and act strategically on a least three levels—institutionally as a member of the President’s executive team, departmentally as leader of an essential function and complex customer service delivery division, and individually as a major and principal gift fund raiser;
- experience in planning, leading, and managing development projects, including coordinating with peers to achieve desired outcomes, and tracking progress to senior staff and volunteer leaders;
- demonstrated willingness to advocate forcefully and to take responsibility for outcomes;
- outstanding field fundraising skills with proven leadership experience to maximize giving results through staff and volunteer work;
- proven success and personal experience in the formation, presentation, and negotiation of high-level gift arrangements, including a track record of cultivating, soliciting, and closing major and/or principal gifts;
- strong communication and listening skills;
- ability to present to large and small groups in an articulate and persuasive manner;
- strategic vision and an intuitive sense of the whole enterprise, combined with a practical project orientation;
- strong organizational skills, focus, and a goal-oriented work style;
- high level of integrity, initiative, creativity, and energy;
- leadership skills to inspire confidence as well as to motivate others and comfort working in a fast-paced and dynamic work environment;
- proven experience leading and motivating diverse groups of individuals and teams;
- superb analytical skills and the ability to turn analysis into action;
- political, analytical, and negotiation skills required to manage in a complex, energetic, and changing environment;
- sound judgment and superior ability to solve problems creatively and effectively;
- ability to create powerful, compelling written and oral communications for fundraising, and experience presenting materials to external audiences;
- demonstrated experience with strategic planning, budget preparation, and resource management;
- understanding and knowledge of information systems and databases that support development;
- interest in or passion for classical and/or jazz music and/or musical theatre and a familiarity with the greater New York philanthropic circles (highly preferred); and
- the strongest possible work ethic, self-confidence partnered with a keen sense of place and propriety, optimism and perseverance, a willingness to distribute credit and praise to others, a superior level of social and intellectual sophistication, and a sense of personal and professional perspective informed by a sense of humor.

A minimum of ten years of substantial, progressively responsible, and successful development and management experience, preferably with a performing arts and/or higher education institution is required for this position. A minimum of five years of supervisory experience is strongly preferred. A Bachelor’s degree is required; an advanced degree is preferred.



### **SALARY & BENEFITS**

Manhattan School of Music offers a competitive benefits and compensation package.

### **LOCATION**

This position is located in New York City.

### **APPLICATION DEADLINE**

Before sending your résumé for this position, please read it over for accuracy. Review of applications will begin immediately and continue until the successful candidate has been selected.

To nominate a candidate, please contact Ron Schiller: [ronschiller@aspenleadershipgroup.com](mailto:ronschiller@aspenleadershipgroup.com).

*Equal employment and equal educational opportunity have been and will continue to be fundamental principles at Manhattan School of Music, where employment and enrollment are based upon personal capabilities and qualifications without discrimination or harassment because of race, color, religion, sex, sexual orientation, gender identity or expression, age, national origin, marital status, citizenship or veteran status, disability, or any other characteristic protected by law.*

*All inquiries will be held in confidence.*

## **ASPEN • LEADERSHIP • GROUP**

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