

# ASPEN LEADERSHIP GROUP

EXECUTIVE DIRECTOR  
THE NEW YORK CHORAL SOCIETY  
NEW YORK, NEW YORK



The New York Choral Society  
Hear us now.

Aspen Leadership Group is proud to partner with The New York Choral Society in the search for an Executive Director.

In partnership with the Music Director, the Executive Director will advance the mission of The New York Choral Society in the areas of fundraising, financial management, operations, governance, concert production and events, marketing and public relations, and community engagement.

The New York Choral Society (NYCHORAL) has been hailed as “one of the mainstays of the city’s music scene, known for its adventuresome repertoire.” Founded in 1959, The New York Choral Society is widely known for the outstanding artistic quality of its performances of live choral music. Its expansive range of performances includes eleven world premieres and commissions of new works by Paul Alan Levi, Morton Gould, Stephen Paulus, and Robert De Cormier. NYCHORAL is committed to presenting new works by contemporary composers that have included Jennifer Higdon, James MacMillan, Frank Ticheli, and Adolphus Hailstork.

Partnership is an essential part of music-making. The New York Choral Society has partnered with many performing arts organizations including Lincoln Center Festival, New York City Ballet, American Ballet Theatre, New York Youth Symphony, American Symphony Orchestra, Brooklyn Philharmonic, Detroit Symphony Orchestra, Juilliard Symphony, the Opera Orchestra of New York, The Athens Philharmonic, and The Richard Tucker Music Foundation. Noted conductors Leonard Bernstein, Fabio Luisi, Zubin Mehta, Robert Shaw, Leonard Slatkin, Robert Spano, Michael Tilson Thomas, Dennis Russell Davis, Marco Armiliato, and Emmanuel Villaume have led NYCHORAL.

Choral music is essential, innovative, and inclusive. The New York Choral Society is committed to sharing the essential joy and power of live choral music. Its performances celebrate the unique beauty of choral music through wide-ranging repertory, innovative collaborations, and exceptional artistry. NYCHORAL's mission is guided by its commitment to present a diverse repertoire, including well-known choral works, great compositions that are rarely heard in concert halls, and newer, culturally significant works in New York. The work of NYCHORAL is guided by a commitment to excellence, collaboration, diversity, innovation, inclusion, relevance, and community.

Collaboration and the love of choral music are at the heart of NYCHORAL's commitment to the community, particularly middle and high school students, seniors, and those who may have limited access to performances of live choral music. NYCHORAL continues to adapt new ways of serving the community with a commitment to support meaningful collaborations and enduring partnerships. The New York Choral Society’s Community Engagement Program activities include workshops co-created with music education partners and the Music Director, Assistant Conductor, guest vocalists and musicians, and guest conductors.

NYCHORAL also provides free admission to its productions for members of the community who may not be able to purchase a ticket and hosts performances that provide advocacy and service organizations with opportunities to bring attention to their work.

For 65 years, The New York Choral Society has celebrated the power and joy of choral music through wide-ranging repertory, innovative collaborations, and exceptional artistry. The chorus was founded by Martin D. Josman in 1959 with 12 singers. Membership grew quickly and they began performing choral classics and premieres of new choral works at New York's Philharmonic Hall (now David Geffen Hall). In 1960, *Summer Sings* was launched, NYCHORAL's annual participatory performances of choral music open to the public featuring prominent choral conductors and emerging soloists from the New York area. Acclaimed arranger and conductor Robert De Cormier joined the chorus as Music Director in 1970. During his tenure, NYCHORAL grew to over 150 singers and new commissions, world premieres, recordings, and international tours were undertaken. Beginning in 1981 and through 1988, NYCHORAL appeared annually at *A Holiday Celebration with Peter, Paul, and Mary* at Carnegie Hall.

The addition of Music Director John Daly Goodwin in 1987 led to continued expansion of the repertoire of classics, premieres, and performances of new works. The chorus began its annual appearances at the renowned Richard Tucker Music Foundation Gala in 1993. Regular performances with the Opera Orchestra of New York under the direction of noted conductor Eve Queler began. In 2000, the chorus began frequent in-concert appearances with Andrea Bocelli.

David Hayes joined the New York Choral Society as Music Director in 2012. Under his visionary leadership, the chorus has expanded its artistic mission to include performances and premieres of important works of the 20<sup>th</sup> and 21<sup>st</sup> centuries in addition to well-known works by composers of the 18<sup>th</sup> and 19<sup>th</sup> centuries. The New York Choral Society presented the New York premieres of Jennifer Hidgon's *The Singing Rooms* with acclaimed violinist Jennifer Koh in 2014, James McMillan's *St. Luke Passion* with The Brooklyn Youth Chorus in 2017, Frank Ticheli's *The Shore* in 2018, and *Until Forever Fades Away* in 2019, and Adolphus Hailstork's *A Knee of the Neck* in 2023. Exploration of compelling well known choral works with performances of Bach's *Mass in B minor*, Mendelssohn's *St. Paul*, Berlioz' *L'enfance du Christ*, and *Handel's Israel In Egypt* continued.

The New York Choral Society's commitment to innovation has resulted in many exciting performances of choral music. In 2015, the Mannes Orchestra, The New School of the Performing Arts, and the Young People's Chorus of New York City joined the chorus for a performance of John Adams' *On the Transmigration of Souls* and Hindemith's *When Lilacs Last in the Dooryard Bloom'd*. That year, NYCHORAL also collaborated with Berlin-based CHEAP Collective and visual artist Vaginal Davis in a radical reinterpretation of Mozart's *The Magic Flute* at 80 WSE Gallery. Other collaborations with visual artists include Gordon Hall's *Brother and Sisters* at David Zwirner Gallery in 2018 and Honeggar's *Le Roi David* at Central Synagogue in 2019 with artist Brendan Fernandes.

Beginning in 2018, The New York Choral Society launched a new operational and programming framework to challenge the organization to be more inclusive, collaborative, and intentional in the way it reimagines the experience of choral music. This framework, rooted in artistic excellence with a commitment to experimentation and welcoming more and diverse perspectives, has been essential to expanding relationships with audiences and creators alike.

In 2020 when in-person productions were not possible, The New York Choral Society launched *Our Voices*, a series of digital multidisciplinary productions of a cappella choral works that provided audiences with a new way to discover choral music. *Our Voices* featured a unique collaborative approach with each production co-created with a contemporary artist or choreographer who was given freedom to create a visual response to the music.

The New York Choral Society returned to in-person performance in April 2022 with *Love in Action*, a concert of choral works of eight contemporary American composers offered in appreciation of New York's front line and essential workers. Members of NYC's Local 2507 EMT Union, World Central Kitchen, and several health care workers joined the chorus onstage throughout the program to reflect on their experiences during the pandemic.

## REPORTING RELATIONSHIPS

The Executive Director will report to the Board of Trustees, led by Chair Gary Pai. The Executive Director will supervise the Operations and Production Manager and Development Intern as well as vendors and volunteers.

## FROM THE CHAIR

*The New York Choral Society is a pioneering symphonic chorus committed to presenting a diverse repertoire and innovative collaborations for the last 65 years. We have performed at Lincoln Center, Carnegie Hall, Madison Square Garden, Barclays Center, and Radio City Music Hall. Our work has also brought us around the world, including China, the Czech Republic, Greece, France, and Italy. We have a proud tradition of showcasing exciting young, diverse vocal soloists, many who were on the brink of launching major careers such as Ben Bliss, Cierra Byrd, Brandon Cedel, Bernard Holcomb, Jarrett Ott, Kenneth Overton, Hera Hyesang Park, Zoie Reams, and Gabriella Reyes—as well as spotlighting composers such as Adolphus Hailstork, Jennifer Higdon, Undine Smith Moore, Rosephanye Powell, Ned Rorem, Kevin Siegfried, Joel Thompson, and Frank Ticheli.*

*Over the past decade, we have been putting in the pieces in place to create an organization that is positioned to take its place among the elite artistic institutions in New York, resulting in our transition from a volunteer-organization to a professionally managed organization and the expansion of our Board to include more members from the community. Our concerts reach thousands of audience members annually and we are a leader in reimagining the presentation of choral music. We are featuring more music of underrepresented voices and tackling issues important to the community in which we perform, expanding what is possible for choral music performance. In 2020, we launched *Our Voices*, a groundbreaking series of digital short films that showcases choral music through collaboration with sculptors, dancers, and visual artists. We have expanded our network of collaborators to enrich our musical offerings and broaden our impact, including groundbreaking projects with leading contemporary artists Brendan Fernandes, Kia LaBeija, Gordon Hall, James Little, Rev. Joyce McDonald, Saya Woolfalk, and visionary choreographers Francesca Harper, Claudia Schreier, and Tiffany Rea Fisher.*

*Looking forward, our Music Director, David Hayes, has laid out an ambitious artistic vision that requires us to double the size of our budget and we hope that you are the enthusiastic Executive Director who can help us achieve this vision.*

*On your first day, you will be warmly welcomed by over 180 dedicated and talented singers who care deeply about this organization. You will be partnering with a Music Director of the highest caliber who has the incredible ability to seamlessly traverse the choral and orchestral worlds. You will also be supported by a diverse and engaged Board of Trustees who all give generously to the organization, sincerely love the work we do, and enjoy working with our staff.*

*As our Executive Director, you will experience amazing music through our productions and be an integral part of significantly growing an organization and making an impact on the New York City cultural scene for years to come.*

*We are eagerly awaiting the opportunity to meet you and talk more about our aspirations.*

—Gary Pai, Chair, Board of Trustees

## **PRIMARY RESPONSIBILITIES**

The Executive Director will focus on oversight of four critical areas: fundraising, financial management, governance, and operations. Furthermore, the Executive Director will work in partnership with the Music Director across a series of responsibilities that include production and events; marketing, communications, and public relations; and community engagement. Together, and under the guidance of the Board of Trustees, the Executive Director and Music Director will develop a consistent and compelling vision for NYCHORAL through its artistic productions, guest appearances, and community engagement and communicate that vision clearly to all stakeholders including members, donors, staff, volunteers, and the community. The Executive Director and the Music Director will communicate the work and mission of NYCHORAL through all available media, serving as spokespeople and advocates on behalf of NYCHORAL with arts organizations, education institutions, community organizations, businesses, foundations, government agencies, and other stakeholders.

The Executive Director and Music Director will work together to create and execute plans that ensure a systematic, equitable, and impactful approach to community engagement, consistent with NYCHORAL's mission, vision, and values—developing partnerships with community, education, and cultural organizations that advance engagement and collaboration throughout New York City and beyond.

### **Fundraising**

The Executive Director will

- lead the creation of comprehensive fundraising and audience development plans that significantly increase contributed and earned income;
- take a direct leadership role in NYCHORAL's fundraising and development activities, including the identification, cultivation, solicitation, and stewardship of individual and institutional donors, foundations, corporations, and government agencies;
- identify and implement funding opportunities that increase giving from individuals, including annual campaigns, fundraising events, program sponsorships, and planned giving;
- develop and execute best-in-class donor stewardship strategies; and
- identify and develop earned income opportunities consistent with the mission, vision, and values of NYCHORAL.

### **Financial Management**

The Executive Director will

- in partnership with the Music Director, develop and present an annual budget and business plan for approval by the Board;
- develop, monitor, and maintain fiscal responsibility for NYCHORAL's overall budget, and ensure the most effective use of financial resources;
- oversee and present cash flow analyses, balance sheets, income statements, and other financial oversight tools to the Board on a regular and timely basis;
- ensure financial controls are in place that ensure oversight and ethical use of funds;
- provide oversight and supervision of bookkeeping and accounting activities in accordance with accepted accounting practices for nonprofits;
- in coordination with the Operations and Production Manager, prepare the season budget for all project-related costs including venue, soloist, equipment, vendor, and direct rehearsal costs; and
- in coordination with the Operations and Production Manager, negotiate and review all contractual matters, including agreements and contracts with vendors, venues, agents, promoters, presenters, touring groups, ensembles, musicians, singers, and other independent contractors.

## **Governance**

The Executive Director will

- partner with the Board of Trustees to best utilize its time, talent, and resources;
- provide concise, relevant, and timely information to the Board so that it can fulfill its policy and decision-making responsibilities;
- assist the Board in the identification, cultivation, and recruitment of new Trustees with the goal of adding skills, experience, financial and non-financial capacities, community connections, and diverse perspectives that meet the needs of NYCHORAL consistent with its mission, vision, and values; and
- assist Board committees in the development and implementation of their goals and objectives.

## **Operations**

The Executive Director will

- direct and manage all aspects of NYCHORAL's operations, office, and administrative activities;
- implement, monitor, and assess long-term strategic and short-term operating plans in coordination with the Music Director and report on the progress to the Board;
- oversee all day-to-day operations carried out by staff and volunteers to ensure that members, donors, community members, and other stakeholders have a first-class experience any time they interact with NYCHORAL;
- support the effective mobilization and engagement of volunteers in support of NYCHORAL's plans and programs;
- ensure that NYCHORAL is appropriately structured and staffed with talented individuals whether they be paid or volunteer;
- in partnership with the Music Director and assigned staff, plan all productions, guest appearances, and events;
- oversee the successful execution of all productions and events, including allocation of necessary financial and volunteer resources;
- oversee all community, vendor, and contractor relationships to ensure operational excellence and the most effective use of NYCHORAL's resources; and
- ensure that all NYCHORAL business policies and practices comply with the highest ethical and legal standards.

## **BOARD OF TRUSTEES**

The New York Choral Society is governed by an engaged Board of Trustees. Its thirteen members are enthusiastic about NYCHORAL's mission, and all share a love of choral music. Trustees have committed to providing the organization with time, talent, and treasure. The Board of Trustees is broadly diverse across age, gender, race, and profession. The Board includes a chief financial officer, a general counsel, a head of human resources, head of investor relations, law firm partners, a management training expert, and several retirees. Gary Pai, Owner, Pai Financial Technologies serves as Chair and David Munkittrick, Partner, Proskauer Rose LLP serves as Secretary.

## MUSIC DIRECTOR

### David Hayes Music Director

Music Director David Hayes joined The New York Choral Society in 2012. Hayes is a conductor with an unusually broad range of repertory, spanning the symphonic, oratorio/choral, and operatic genres. His role as Music Director of The New York Choral Society complements his other roles as Music Director of the Mannes Orchestra and Staff Conductor of the Curtis Symphony Orchestra. Hayes continues to expand the broader context for works performed by NYCHORAL and to bring New York lesser-known choral works and the East Coast and World Premieres of works by composers including Jennifer Higdon, Frank Ticheli, and Adolphus Hailstork.

Hayes served on the conducting staff of The Philadelphia Orchestra from 2001-2011. In May 2015, he completed twenty-three years as Music Director of the critically acclaimed professional vocal ensemble The Philadelphia Singers, which was the resident chorus of The Philadelphia Orchestra from 2000-2011. He served as Interim Director of Orchestras for Temple University during the 2014-15 season. Hayes has also served as a cover conductor for the New York Philharmonic as well as for Sir Andre Previn on the Curtis Symphony Orchestra's 1999 European Tour with Anne-Sophie Mutter.

Equally at home both orchestrally and vocally, Hayes is in demand as guest conductor with orchestras and opera companies across North America. Recent guest conducting engagements have included a production of Donizetti's *L'Elisir d'Amore* for Opera Memphis, Britten's *The Rape of Lucretia*, and the East Coast premiere performances of Tan Dun's *Tea: A Mirror of Soul* for the Opera Company of Philadelphia as well as a new production of Massenet's *Manon* for the Curtis Opera Theatre. In addition, Hayes also conducted the 90th Anniversary Gala performances of the Martha Graham Dance Company at New York City Center in April 2016. In the summer of 2016, he guest conducted at Berkshire Choral International in Newport RI. He also began regular guest conducting engagements with Umbrian Serenades in Spoleto, Italy, continued in subsequent summers in Soria, Spain and Noto, Sicily.

Past seasons have included concerts with such significant ensembles as The Philadelphia Orchestra, Opera Philadelphia, Chamber Orchestra of Philadelphia, Orchestre Symphonique de Trois-Rivières (Canada), Indiana University Philharmonic Orchestra, Temple University Orchestra, Richmond Symphony Orchestra, Orchestra 2001, Curtis Opera Theatre, European Center for Opera and Vocal Art, Los Angeles Master Chorale, Mendelssohn Choir of Pittsburgh, The Washington Chorus, Louisiana Philharmonic, Berkshire Choral International, and the Verbier Festival.

Trained as a violinist and violist, Hayes received his Bachelor of Music in musicology from the University of Hartford and a diploma in Orchestral Conducting from the Curtis Institute of Music, where he studied with Otto-Werner Mueller. He also studied with Charles Bruck at the Pierre Monteux School. Hayes served on the Board of Directors of Chorus America from 2000-2009 and re-joined the Chorus America Board of Directors in June 2016.

## PREFERRED COMPETENCIES AND QUALIFICATIONS

The New York Choral Society seeks an Executive Director with

- a commitment to the mission of The New York Choral Society—to share the essential joy and power of live choral music through performances that celebrate the unique beauty of choral music through wide-ranging repertory, innovative collaborations, and exceptional artistry;
- experience overseeing the day-to-day operations of an organization of similar, or larger, size and scope including operations and administrative responsibilities; hiring, training, mentoring, and evaluating staff; and mobilizing and engaging volunteers;

- an ability to develop, implement, oversee, and evaluate a comprehensive development program;
- experience identifying, cultivating, soliciting, and stewarding individual, corporate, and foundation donors;
- experience across fundraising revenue streams including annual and major individual giving, institutional, corporate and foundation, government entities, campaigns, and events;
- experience developing budgets, monitoring expenses, and ensuring financial controls;
- an ability to partner with an active, engaged board including an ability to maximize the talent and resources of the board, and identify, cultivate, and recruit new board members;
- an ability to engage and motivate an active and dedicated group of volunteers to maximize their talents and to cultivate and recruit new volunteers;
- leadership skills and an ability to influence and inspire diverse internal and external stakeholders;
- strong oral and written communication and presentations skills across platforms and stakeholders including members, staff, boards, volunteers, donors, and community partners;
- a commitment to diversity, equity, inclusion, and belonging including an ability to identify and emphasize diverse perspectives in programming, communications, and strategy;
- exceptional organizational and time management skills; and
- an ability to articulate ideas, motivate people, and inspire teamwork toward the achievement of common goals.

A bachelor's degree or an equivalent combination of education and experience is preferred for this position as is at least five years of leadership and fundraising experience at an organization of similar, or larger, size and scope. Experience in a performing arts environment is preferred. The New York Choral Society will consider candidates with a broad range of backgrounds. If you are excited about this role and feel that you can contribute to NYCHORAL, but your experience does not exactly align with every qualification listed above, we encourage you to apply.

#### **SALARY AND BENEFITS**

The salary range for this position is \$90,000 to \$100,000 annually with an annual salary review based on performance and economic conditions. The New York Choral Society will provide a stipend of up to \$10,000 to be used towards the cost of health care coverage. NYCHORAL offers 20 paid vacation days; 10 paid sick days; an annual paid trip to the Chorus America conference; and a budget to attend arts performances in the New York City area.

#### **LOCATION**

The Executive Director may work remotely within the tri-state area but should be available to attend meetings, rehearsals, and events in the New York City area.

#### **APPLICATION INSTRUCTIONS**

All applications must be accompanied by a cover letter and résumé. ***Cover letters should be responsive to the mission of The New York Choral Society as well as the responsibilities and qualifications presented in the prospectus.*** Review of applications will begin immediately and continue until the successful candidate has been selected. All inquiries will be held in confidence.

To apply for this position, visit: [Executive Director, The New York Choral Society](#).

To nominate a candidate, please contact Patrick Key, [patrickkey@aspenleadershipgroup.com](mailto:patrickkey@aspenleadershipgroup.com).