

# ASPEN • LEADERSHIP • GROUP

**DIRECTOR OF ADVANCEMENT  
MANHATTAN SCHOOL OF MUSIC**  
New York, New York  
<http://msmnyc.edu>



## **THE OPPORTUNITY**

The Aspen Leadership Group is proud to partner with Manhattan School of Music in the search for a Director of Advancement. The Director of Advancement is a new position in the Office of Advancement, joining a team of seven. Working in close collaboration with the Vice President, the Director of Advancement will design and execute on a comprehensive, multi-year development strategy for Manhattan School of Music, which will celebrate its centennial in 2018-19.

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 passionate performers, composers and teachers, and imaginative, effective contributors to the arts and society.

From its beginnings as a small community music school to its current incarnation as a top conservatory, Manhattan School of Music has upheld a tradition of excellence in music education. The School was founded in 1917 by pianist and philanthropist Janet D. Schenck. Then called the Neighborhood Music School, it was located on Manhattan's Upper East Side 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 over 90 years ago. Now home to 900 students from over 40 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 Director of Advancement reports to the Vice President for Advancement.

## **PRIMARY RESPONSIBILITIES**

The successful candidate will

- in collaboration with the Vice President for Advancement, design and execute a comprehensive, multi-year fundraising plan to achieve Manhattan School of Music's 5-year strategic plan goals, including a successful comprehensive campaign;
- assist in creating, implementing and managing a portfolio donor management system across the team;
- successfully cultivate, solicit, engage, and steward donors to build and sustain a robust donor base;
- develop and personally manage a portfolio of qualified prospects;
- manage and serve as the primary liaison to the International Advisory Board and new patron councils in formation;
- oversee ongoing and new fundraising efforts for annual, endowment, and capital gifts;
- manage day-to-day operations of the Advancement team and three direct reports: Alumni Relations Officer, Manager of Donor Relations, and Manager of Advancement Data Services;
- train and mentor Advancement direct reports;
- work closely with the Director of Donor Engagement to identify, cultivate and engage prospective donors in cultivation and stewardship events onsite and offsite;
- help manage fundraising events, including the annual Gala;
- assist in developing and managing a comprehensive system for researching, cross-referencing, tracking, and qualifying local, national, and international donor prospects for the College and Precollege;
- assist prospect research with external research services as needed;
- provide prospect research, talking points, and proposals for major gift meetings and moves management tracking of major gift prospects;
- oversee moves management system with the Manager of Advancement Data Services;
- work closely with the Alumni Relations Officer to develop a comprehensive alumni engagement strategy, including parents' engagement nationally and internationally, in the College and Precollege; and
- conduct exemplary stewardship of MSM donors and supporters and participate in donor-related events as needed.

## KEY COLLEAGUES



**Dr. James Gandre, President**, an educator and musician with a deep commitment to students and the development of American conservatory learning, 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, September 2013). He will again present his views of conservatory education and its impact on cultural life in America in an article to appear 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. In fall 2013, he will be a judge for the Central Region Finals Auditions for the Metropolitan Opera National Council. 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 has also served as the first Chairperson of the Advisory Committee for National Performing and Visual Arts College Fairs presented by the National Association for College Admission Counseling and has presented numerous panels on issues affecting LGBT youth and college/high school professionals at educational conferences.

Dr. 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.

President Gandre 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.

President 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. He is the co-author of a chapter in *The New First Among Equals: The Role of the Chief Academic Officer* (The Johns Hopkins University Press, expected 2014) on the role of the Provost and of the Chief Financial Officer.

A Wisconsin native, Dr. 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 in private practice.



**Andrea T. Sanseverino Galan, Vice President for Advancement**, joined Manhattan School of Music on April 1, 2014. Previously, she was Senior Director, Foundation and Institutional Giving at Americas Society/Council of the Americas in New York, where between 2007-2014 she led the Development Team responsible for acquiring grants and contributions from foundations, corporations, government agencies and individuals in support of the organization's capital projects, music concert series, literature programs, visual arts exhibitions and public policy programs, and individual membership. Previously, Galan was Adjunct Assistant Professor at New York University's Robert F. Wagner School of Public Service, where she taught a course in Cultural Policy.

She also worked in the private sector—she was Brand Manager for Valextra at Saks Fifth Avenue Enterprises, where she successfully launched and managed the Italian luxury company in the U.S., and also owned a fashion company.

Between 1999-2004 Galan served as the State of Ohio Arts Council's Representative in Argentina. In this role she established a bilateral cultural cooperation agreement between the State of Ohio Governor's Office and the Mayor's Office and Ministry of Culture of the City of Buenos Aires, and directed cultural exchanges between Ohio and Argentina in opera, visual arts, theater, dance, cultural policy, and historic preservation. Between 1994-1998 she was a program officer at the Center for Arts and Culture, a national cultural policy think tank in Washington, D.C. Galan has also served as an international cultural policy and development consultant to UNESCO and the Swedish International Development Cooperation Agency, working on projects in France, Sweden, Argentina and Cuba. She holds a Master of Arts degree in European Cultural Policy and Administration from The University of Warwick (UK), and a Bachelor of Arts degree in Arts Administration and Theater from Goucher College.

### **CANDIDATE QUALIFICATIONS AND QUALITIES**

The ideal candidate for the position of Director of Advancement will have

- experience with comprehensive/capital campaigns and building a donor base;
- experience in planning, leading, and managing development initiatives, including coordinating with peers to achieve goals, and tracking and reporting on progress to senior managers;
- an ability to manage multiple projects and meet deadlines and goals;
- an entrepreneurial spirit and exceptional personal initiative;
- an ability to actively seek to deepen current donor relationships and to forge new relationships;
- superior interpersonal, communication, collaboration, and relationship building skills;
- skill at establishing and cultivating strong relationships externally with donors and prospects, as well as with peers, across different levels of the institution;
- passion for music and commitment to the mission of Manhattan School of Music;
- proficiency in Raiser's Edge;
- experience with Donor Search, Wealth Engine, or other prospect research tools;
- flexibility to work evenings and weekends as needed;
- professional and ethical work behavior appropriate to an educational work environment; and
- an enthusiastic and creative approach to work with a strong commitment to excellence in education and the School's goals.

The successful candidate will have 5+ years of experience and proven success as a frontline fundraiser in a cultural or educational institution, developing and managing a robust portfolio of prospects and donors. A Bachelor's degree is required and a Master's degree is highly preferred.

### **SALARY & BENEFITS**

Manhattan School of Music offers an excellent and 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 because of race, color, religion, sex, sexual orientation, age, national origin, marital status, citizenship, disability, or any other characteristic protected by law.*

*All inquiries will be held in confidence.*