



Los Angeles County High School for the Arts Foundation

Executive Director

Organization

The Los Angeles County High School for the Arts Foundation (LACHSA Foundation) has a mission to raise funds in support of arts programming at the Los Angeles High School of the Arts (LACHSA), a fully public, tuition-free high school dedicated to training young artists within Los Angeles County. Founded in 1984 by Los Angeles County Supervisor Michael Antonovich and arts philanthropist Caroline Ahmanson, each year the LACHSA Foundation works to help fund the costs of the arts curriculum and programs by cultivating relationships with a broad base of donors, who recognize the value of supporting young artists destined to change the world.

Located on the campus of California State University Los Angeles (Cal State LA), LACHSA is a conservatory-style incubator school in dance, music, theatre, visual arts, and cinematic arts, that nurtures and mentors its students in transformational ways. Its mission is to provide and preserve a unique space for diverse, young artists to learn, create, and thrive, inspiring them to discover who they are, their place in the world, and how their creative passion benefits humanity. LACHSA has been voted the *2024 Best High School for the Arts in America* on niche.com.

LACHSA prides itself on having a faculty of internationally recognized professional teaching artists, master classes in all disciplines, and productions, concerts, film festivals, and visual arts exhibitions for the benefit of its students. In addition to college preparatory academics, students work with professional teaching artists to sharpen their critical thinking, strengthen their skills, and develop the confidence to share their art with the world courageously. Graduates include countless successful professionals in the entertainment and creative arts industries, including performers, filmmakers, producers, writers, dancers, choreographers, and visual artists.

Every year, LACHSA serves over 550 young artists in its five departments: Cinematic Arts, Dance, Music, Theatre, and Visual Arts. The students come from over 100 cities and neighborhoods, 50 school districts, and 180 zip codes. LACHSA's 2022-2023 student demographic continued to represent the diverse and complex population of Los Angeles County at 32% Hispanic/Latino, 33% Caucasian, 8% Black, 12% Asian/Pacific Islander, 15% two or more and other races with 64% of the students identifying as female, 2% as non-binary, and 26% qualifying for the federal Free and Reduced Lunch program.

LACHSA Foundation raises the funds to ensure all LACHSA artistic needs are met by providing partial funding and in-kind services for arts activities including, but not limited to, production support, box office management, and artistic faculty salary subsidies, amounting to approximately one-third of the school's pre-determined annual expenses in any given discipline. LACHSA Foundation receives an annual secondary specialized school grant of \$750,000 from the State of California. This funding ensures that the faculty and the school have the necessary resources to deliver a professional quality curriculum and experience for its students.

LACHSA Foundation has a 21-member board of trustees led by President Katherine Beyda. For the fiscal year ending June 30, 2023, LACHSA Foundation reported a total revenue of \$1.89 million, with approximately \$962,000 from contributions and grants, and \$935,000 from the annual fundraising gala, performance ticket sales, and investment and other income. The budget for the fiscal year ending June 30, 2024, is \$1.8 million. LACHSA Foundation also holds several endowments that provide annual investment earnings used to award student scholarships, and in the past 38 years that has amounted to more than \$14.5 million for annual college scholarships.

Community

The County of Los Angeles (L.A. County), is the most populous county in the United States, with 9,861,224 residents estimated in 2022. Its population is greater than that of forty individual U.S. states. Comprising eighty-eight incorporated cities and many unincorporated areas within a total area of 4,083 square miles, it is home to more than a quarter of Californians and is one of the most ethnically diverse U.S. counties. L.A. County's seat, Los Angeles, is the second most populous city in the United States. Most of the population of L.A. County resides in the south and southwest, with major population centers in the Los Angeles Basin, San Fernando Valley, and San Gabriel Valley. Other population centers are found in the Santa Clarita Valley, Pomona Valley, Crescenta Valley, and Antelope Valley.

L.A. County borders 70 miles of coast on the Pacific Ocean and encompasses mountain ranges, valleys, forests, islands, lakes, rivers, and deserts. The Los Angeles River, Rio Hondo, Ballona Creek, the San Gabriel River, and the Santa Clara River flow in L.A. County, while the primary mountain ranges are the Santa Monica Mountains and the San Gabriel Mountains. The western extent of the Mojave Desert begins in the Antelope Valley, in the northeastern part of L.A. County.

L.A. County is divided west to east by the San Gabriel Mountains, contained mostly within the Angeles National Forest. It includes San Clemente Island and Santa Catalina Island, part of the Channel Islands archipelago. L.A. County encompasses several major thoroughfares and is serviced by an efficient light rail system, with ready access to three nearby airports: Bob Hope Burbank, Los Angeles International, and Ontario International.

L.A. County is commonly associated with the entertainment and digital media industry; all five major film studios—Paramount Pictures, Sony Pictures, Warner Bros., Universal Pictures, and Walt Disney Studios—are located within L.A. County. Numerous other major industries also define the economy of L.A. County, including international trade supported by the Port of Los Angeles and the Port of Long Beach, music recording and production, aerospace and defense, fashion, and professional services such as law, medicine, engineering and design services, financial services.

L.A. County is known for the annual L.A. County Fair in Pomona, the L.A. County Museum of Art, the Los Angeles Zoo, the Natural History Museum, the La Brea Tar Pits, the Arboretum, and two horse racetracks and two car racetracks (Pomona Raceway and Irwindale Speedway), also the RMS Queen Mary, located in Long Beach, and the Long Beach Grand Prix, and miles of beaches—from Zuma to Cabrillo. In the mountain, canyon, and desert areas, one may find Griffith Park, Vasquez Rocks Natural Area Park, Mount Wilson Observatory, the California Poppy Reserve, and Castaic Lake Recreation Area.

L.A. County Office of Education provides a supporting role for school districts in the area. It also operates two specialized high schools, the International Polytechnic High School and Los Angeles County High School for the Arts. There are several private schools in the county, most notably those operated by the Roman Catholic Archdiocese. L.A. County's public education sector includes 81 local school districts, with the Los Angeles Unified School District being the largest one operating public schools, primarily within the city of Los Angeles and its immediate neighboring cities.

In the 2020 United States Census L.A. County had a population of 10,014,009. The racial makeup of L.A. County was 2,563,609 (25%) Non-Hispanic whites; 4,804,763 (47.74%) Hispanic or Latino of any race; 1,474,237 (14.7%) Asian; 760,689 (7.6%) African American; 18,453 (0.18%) Native American; 20,522 (0.2%) Pacific Islander; 58,683 (1.45%) from other races, and 313,053 (3.13%) from two or more races. L.A. County's Hispanic population includes those of Mexican ancestry, Salvadoran, and Guatemalan heritage. L.A. County has a large population of Asian Americans, being home to the largest numbers of Burmese, Cambodian, Chinese, Filipino, Indonesian, Korean, Sri Lankan, Taiwanese, and Thai outside their respective countries.

Sources: lacounty.gov; lacoe.edu; census.gov

Position Summary

The Executive Director will be the chief executive staff member and primary fundraiser of the LACHSA Foundation. Serving as the main spokesperson, they will ensure that all written and verbal communications properly represent the institution's image and mission. Reporting to the board of directors, the Executive Director will design and oversee all fundraising strategies and approaches to bring together all stakeholders in a united vision. As a strong negotiator working in close contact with the LACHSA administration, Los Angeles County Office of Education (LACOE), and Cal State Los Angeles, the Executive Director will ensure that the mission and actions of LACHSA Foundation are in line with and supportive of the mission and actions of LACHSA.

Role and Responsibilities

Donor Relations and Financial Vibrancy

- Promote the mission of the LACHSA Foundation to primary donors and government officials to further identify and cultivate relationships with key individual donors, potential corporate sponsors, foundations, trustees, funders, and other untapped fiscal resources.

- Manage and fulfill all fundraising efforts, including maintaining a comprehensive development calendar of fundraising and philanthropic goals informed by experience with endowments, major gifts, corporate sponsorships, and foundation and government support to meet the board-approved budget and annual goals.
- Oversee organizational budgets, control expenditures, develop financial analysis, and implement internal controls to ensure operational and fiscal integrity.
- Present timely reports to the Board and Board Chair the financial condition of the LACHSA Foundation, apprising them of any important factors, current or potential concerns relating to budget and donor participation, and recommending courses of action to ensure financial stability.
- Collaborate with the board, staff, and arts partners to leverage the caliber of strategic initiatives that elevate the profile, image, and audiences of LACHSA to maximize earned revenue opportunities, including public ticket sales, corporate sponsorships, and more.
- Oversee and manage annual audits and all organization financial activity in partnership with the Treasurer, LACHSA Foundation, and LACOE accountants.
- Embrace other donor relations and financial vibrancy responsibilities, as needed.

Board Relations and Reinforcement

- Enable the board of directors to fulfill its governance and working functions assisting them in accomplishing their fiduciary and judiciary oversight roles and monitor investment performance against prior year(s) and agreed-upon targets.
- Encourage board members to meet their annual fundraising roles and responsibilities as community advocates and ambassadors for LACHSA.
- Build and manage a board culture of committed, effective board members and working committees that are based on exciting and impactful initiatives.
- Motivate board members to utilize their individual skills and networks to maximize fundraising capabilities, while also maintaining constructive relationships with major donors, foundations, and corporations and taking the lead in the development and nurturing of new stakeholders.
- Partner with the Board to ensure effective strategic planning and implementation of new fundraising strategies through special events, sponsorships, private donations/gifts, and corporate/ foundation/ government grants.
- Develop staffing and appropriate infrastructure to support the LACHSA Foundation and its board in achieving the organization's mission and vision grounded in unwavering values.
- Embrace other board relations and reinforcement responsibilities, as needed.

Community Connections and Communications

- Act as a spokesperson on behalf of the LACHSA Foundation to enhance the organization's brand and reputation, developing relationships and engaging with a variety of constituents, including business owners, primary and secondary schools, colleges and universities, elected officials, and the media.
- Balance financial stability with service to the LACHSA community, demonstrating a solid understanding of nonprofit structure with the ability to relate to, understand the needs of, and communicate with a wide variety of individuals, constituents, and staff.
- Maintain a constructive working relationship with school community partners, including LACOE, LACHSA Alumni Association, parent community, Los Angeles County Board of Supervisors and their deputies, and relevant department divisions within Cal State LA.
- Create internal work plans and communication strategies that are practiced throughout the organization, ensuring the LACHSA Foundation's philosophy and mission are shared with diverse stakeholders.
- Effectively utilize communication strategies in publicity and marketing programs to encourage greater community involvement and financial support.
- Embrace other community connections and communications responsibilities, as needed.

Arts Education Partnerships and Internal Operations

- Facilitate informed, supportive, and optimum interactions while nurturing relationships between the LACHSA Principal and management team, parents, other school support organizations, and the LACHSA Foundation Board.

- Develop partnerships and relationships with other arts leaders, arts institutions, and the arts education community reflective of the cultural diversity represented throughout the city of Los Angeles, the 88 cities of Los Angeles County, California, and nationwide.
- Nurture ongoing partnerships with the County Supervisors, City Council, municipal divisions, and other government entities, advocating for LACHSA activities, and serving as a school representative in strengthening the commitment to the arts education community.
- Manage key business agreements such as lease agreements through relevant experience in programming, logistics, and maintenance of a multi-art education organization ensuring that LACHSA Foundation complies with all applicable reporting requirements.
- Formulate and administer all major management and operational policies, supervising the LACHSA Foundation staff and contractors ensuring all are clear about, conversant with, and understand their roles and responsibilities.
- Ensure LACHSA Foundation staff are reflective of the diverse LACHSA community but also fully qualified in education, experience, and requirements.
- Motivate and mentor the staff, so that they can engage effectively with various constituencies and provide the tools and resources they need to accomplish annual goals, including access to professional development and training opportunities.
- Embrace other arts education partnerships and internal operations responsibilities, as needed.

Traits and Characteristics

The Executive Director will be a collaborative, people-oriented visionary who leads with diplomacy and a calm demeanor. As the face and voice of the LACHSA Foundation, they will be a confident communicator with highly empathetic and authentic human dynamism who ensures that internal and external stakeholders — parents, alumni, donors, and faculty — are listened to and heard. A tireless and visible multitasker, the Executive Director will be passionate, results driven, and focused on achieving goals while having the ability to inspire others with a servant-leader approach. The Executive Director will also have a passion for the mission and a love for LACHSA and be willing to roll up their sleeves to do whatever is necessary with volunteers, administrators, parents, staff to embrace its values and achieve its vision.

Other key competencies include:

- **Time and Priority Management** – The capability to prioritize and complete tasks to deliver desired outcomes within allotted time frames.
- **Goal Orientation and Self-Starting** – The dexterity to set, pursue, and attain goals, regardless of obstacles or circumstances motivated by a demonstrated initiative and willingness to begin working.
- **Teamwork and Personal Accountability** – The authenticity to cooperate with others to meet objectives as well as being answerable for personal actions.
- **Resiliency and Flexibility** – The ability to quickly recover from adversity and readily able to modify, respond, and adapt to change with minimal resistance.

Qualifications

A bachelor's degree or equivalent experience is required, and a master's degree in arts administration, nonprofit management, business, or a related field is preferred. Qualified candidates will have a minimum of five years of senior leadership experience, ideally within an arts or education environment. It is expected that the Executive Director will possess strong fundraising and financial skills, a track record of achievements including in major individual gifts, and the ability to foster close working relationships with staff, donors, the board, and other stakeholders. Exceptional verbal and written communication abilities are required. This position requires flexible working hours and an active presence at LACHSA and other events.

Compensation and Benefits

The LACHSA Foundation offers an equitable and competitive compensation package with an anticipated annual salary in the range of \$135,000 to \$150,000 with an annual bonus based on performance review. Benefits include paid vacation, up to ten paid sick days, personal days, and holidays; health, long-term disability, and life insurance; and a voluntary 401(k) retirement plan. Cell phone and parking reimbursements are also provided.

Applications and Inquiries

To submit a cover letter and resume with a summary of demonstrable accomplishments (electronic submissions preferred), please click [here](#) or visit artsconsulting.com/opensearches. For questions or general inquiries about this job opportunity, please contact:

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The LACHSA Foundation embraces and celebrates social and cultural diversity encouraging applications from qualified individuals regardless of gender, race, religion, national origin, sexual orientation, gender orientation, or disability. As a public arts school, LACHSA is guided by a belief that the doors are open to all young artists, and efforts to reach out to the diverse populations of L.A. County are aided by partnerships with local nonprofit organizations, middle schools, community leaders, and local elected officials.