

Organization

Founded in 1983 by former Executive Artistic Director Randall Kline, the San Francisco Jazz Organization (SFJAZZ) is a recognized international leader in jazz creation, presentation, and education. Exploring the full spectrum of jazz performance from the music's origins to present-day expressions, SFJAZZ's mission is to develop jazz audiences in the Bay Area and beyond by celebrating jazz as a living, constantly evolving art form. All SFJAZZ programs reflect a spirit of artistic exploration, embracing the full breadth of jazz and its related music and striving to instill enthusiasm for jazz among all people.

SFJAZZ has grown from a small community festival into one of the most influential jazz organizations in the world. It now presents over 400 performances a year in the Bay Area, including the SFJAZZ annual season, the San Francisco Jazz Festival, and the SFJAZZ Summer Sessions. The organization also supports the local music scene with a range of community engagement initiatives, including free concerts, as well as nurturing emerging artists through educational programs. SFJAZZ reaches nearly 250,000 patrons annually through its curated artistic programming, and its educational initiatives inspire hundreds of students via a range of free and low-cost programs delivered both in-school and outside of schools.

Performances take place in the majestic SFJAZZ Center (the Center), a 35,000-square-foot facility that is the first stand-alone structure in the United States built specifically for jazz, and designed by award-winning San Francisco architect Mark Cavagnero alongside Sam Berkow, one of the nation's premier acoustical consultants. Located in the heart of San Francisco's fine arts district, the Center was created as a performance space with the acoustic quality of a great concert hall and the relaxed intimacy of a jazz club. It opened in 2013 and houses both the 700-seat Robert N. Miner Auditorium, and the 100-seat Joe Henderson Lab, which is also used for a new program, SFJAM, a monthly open (and free) jam session, with local professional students, and by students for workshops, and masterclasses. "SFJAZZ at Home" is SFJAZZ's digital platform, which expands the reach of programs to jazz aficionados across the globe, in addition to a magazine and app.

SFJAZZ celebrated its 40th year in 2023 and is currently in its 12th Season at the Center. This season features artists including Stanley Clark, Gregory Porter, Hiromi, Jason Moran, Cécile McLorin Savant, and more. SFJAZZ currently has two laureates, Jim Goldberg, the first Photography Laureate, and Marc Bamuthi Joseph, a Poetry Laureate. A governing philosophy of programming for SFJAZZ has been to present music that is influenced by or has influenced jazz. This has allowed for a diverse program slate, varied membership, and audience profile. In recent years, SFJAZZ has been the selected venue and collaborator for the NEA Jazz Masters Tribute Concerts, and its own Lifetime Achievement awardees bestowed annually have included greats Wayne Shorter, Herbie Hancock, Wynton Marsalis, Dianne Reeves, and SFJAZZ Trustee Zakir Hussein.

In 2022, SFJAZZ engaged in a comprehensive strategic planning process. This included outreach to many individuals including staff, artists, donors, and other stakeholders, to ensure that all areas were involved in envisioning the future for SFJAZZ and determining actionable steps to achieve organizational goals. Future initiatives of SFJAZZ include expanding community engagement programs, continuing its in-school education programming, further development of its immersive media system and digital platform, and its weekly broadcast series on satellite radio. The SFJAZZ Collective, which started in 2004 as an ensemble of performers reimagining known composers' repertoires and commissioning new pieces from its members, continues to revitalize their lineup and repertoire.

SFJAZZ employs a professional full-time staff of approximately 165 individuals. The organization is governed by a 27-member Board of Trustees, currently chaired by Dr. Molly Coye. Founder and Executive Artistic Director Randall Kline retired in June 2023 and Terence Blanchard has served in that role since. For the fiscal year ending June 2024, audited financials show SFJAZZ revenue totaled \$21.6 million, with approximately \$9.39 million from contributions and grants and the remainder from ticket sales and other earned income. For the fiscal year ending June 2025, annual revenues are projected to be approximately \$23.4 million.

Community

Widely regarded as one of the greatest cities in the world, San Francisco is filled with iconic landmarks, vibrant neighborhoods, a rich cultural scene, and a reputation for its open and accepting community. Situated on the ancestral lands of the Ramaytush Ohlone people, on a peninsula between the Pacific Ocean and the San Francisco Bay, the city has exceptional natural beauty and a year-round temperate climate, offering lots of opportunities for outdoor activities. The Golden Gate Bridge, situated on the northern tip of San Francisco, is one of the city's most visited tourist attractions, as is the notorious former prison of Alcatraz.

San Francisco is home to 875,000 residents, of which approximately three-fifths are Latinx/Hispanic, Asian/Pacific Islander, and African American. The San Francisco Bay Area is a popular destination for those seeking gorgeous landscapes, some of the world's finest wines, waterfront towns, nightlife, and diverse cuisines, coupled with top-tiered educational institutions, reputable arts and culture organizations, and innovative workforce options. Seated at the heart of Silicon Valley innovation, the Bay Area is a global hub for cutting-edge technology and is deeply involved in Cleantech, with over 200 firms working on environmentally friendly and sustainable products and services. The area has the largest aggregation of research universities and federal research institutions in the nation. The University of California, San Francisco and Berkeley, and Stanford University, among others, are key drivers of innovation and entrepreneurship.

SFJAZZ is one of the many cultural institutions in the city, which also include the Museum of Modern Art, the American Conservatory Theater, the Museum of the African Diaspora, Yerba Buena Center for the Arts, the African American Art & Culture Complex, the San Francisco Symphony, and the San Francisco Opera. The San Francisco Unified School District supports a robust arts and music program for K-12 students and there is an active adult amateur music-making community in the Bay Area. The city has historically been a mecca for writers, and Mark Twain, Robert Louis Stevenson, and Jack London all moved to San Francisco to follow their artistic and literary callings. There are numerous Michelin-starred restaurants, historic architectural sites, public sculptures, and a variety of colorful and varied neighborhoods including Nob Hill, Chinatown, the Castro, and the Mission. Transportation in San Francisco is made convenient by the underground BART metro system and local MUNI buses, as well as historic cable cars and streetcars which run throughout the city.

Sources: bayareaequityatlas.org; visitcalifornia.com; goldengatepark.com; census.gov

Position Summary

The Chief Executive Officer (CEO) will be responsible for overseeing all aspects of the organization's business functions, including education, finance, contributed and earned revenue, business operations, as well as supporting artistic vision and programming. Reporting to the Board of Trustees, the CEO will lead a diverse and talented team, ensuring that the organization's mission is fulfilled in a financially sustainable and artistically excellent manner. In partnership with the Executive Artistic Director, they will represent SFJAZZ as a spokesperson and ambassador within the community.

Roles and Responsibilities

Strategic Leadership and Organizational Excellence

- Build upon the organization's current strategic plan in partnership with the Board of Trustees, ensuring alignment with SFJAZZ's mission and vision.
- Lead the organization with a focus on artistic excellence, community engagement, and financial sustainability.
- Ensure effective management of daily operations across artistic programming, education, business, and administration.
- Cultivate strong relationships with the Board of Trustees, providing them with regular updates on financial performance, operations, and strategic initiatives while partnering with them in governance and strategy.
- Foster a collaborative, inclusive, and high-performing organizational culture among the staff and leadership team, through securing and motivating a top senior team of leaders.
- Embrace other Strategic Leadership and Organizational Excellence responsibilities, as needed.

Audience Development and Community Engagement

- Serve as a visible ambassador and spokesperson for SFJAZZ, developing relationships with members of the community, including donors, civic leaders, community partners, and audience members.

- Collaborate with the Executive Artistic Director to ensure programming reflects the organization's mission, appeals to diverse audiences, and supports educational goals.
- Expand SFJAZZ's educational initiatives, creating pathways for underserved communities to engage with jazz through workshops, classes, and outreach programs.
- Develop strategies to grow and diversify audiences locally, nationally, and internationally through innovative marketing and community engagement initiatives, and using technological approaches for greater reach.
- Strengthen partnerships with local schools, cultural organizations, and community leaders to deepen SFJAZZ's impact and reach, while building local, regional, and national awareness.
- Participate in the arts and cultural sector by attending cultural events at both the local and national levels and engaging with relevant arts organizations nationwide.
- Embrace audience development and community engagement responsibilities, as needed.

Financial Growth and Institutional Sustainability

- Oversee the organization's financial health, including budgeting, forecasting, and maintaining sustainable financial practices.
- Drive contributed revenue growth in partnership with the board and development department by fostering relationships with major donors, foundations, and corporate sponsors.
- Maximize earned revenue streams through ticketing, memberships, special events, and merchandise.
- Identify and mitigate financial risks, ensuring long-term fiscal stability.
- Lead the development and implementation of comprehensive fundraising campaigns, engaging the board and other key stakeholders in achieving revenue goals.
- Stay abreast of philanthropic trends, while engaging Trustees in new ideas and opportunities to enhance the donor landscape.
- Embrace other Financial Growth and Institutional Sustainability responsibilities, as needed.

Traits and Characteristics

An entrepreneurial, strategic, and results-driven leader, the CEO of SFJAZZ will possess a deep commitment to the organization's mission and a passion for the arts and cultural community, and Jazz in particular. With exceptional financial acumen and operational expertise, they will balance visionary leadership with pragmatic decision-making to ensure the organization's sustainability and growth. A skilled communicator and relationship-builder, the CEO will foster collaboration among staff, board members, donors, and community partners. With strong values and impeccable integrity, they will bring a strong understanding of equity, diversity, and inclusion, recognizing the role of jazz in reflecting and shaping cultural identity. This inspiring leader will have an innovative approach through imagining new possibilities for SFJAZZ and galvanizing stakeholders to achieve bold goals and expand its impact locally, nationally, and internationally.

Other key competencies include the following:

- **Leadership and Personal Accountability** – The capacity to organize and influence people to believe in a vision while creating a sense of purpose and direction, while being answerable for personal actions.
- **Time and Priority Management** – The dexterity to prioritize and complete tasks in order to deliver desired outcomes within allotted time frames.
- **Goal Orientation and Decision Making** – The creativity to set, pursue, and attain goals, regardless of obstacles or circumstances.
- **Diplomacy and Conflict Management** – The ability to effectively and tactfully handle difficult or sensitive issues while understanding, addressing, and resolving conflict constructively.

Qualifications

Applications from those with demonstrated success in organizational leadership, financial management, and fundraising are strongly encouraged. An affinity for and/or strong passion for the arts and cultural sector, with an understanding of the role of jazz in shaping cultural identity, would be highly valued, and applicants from the for-profit and corporate sectors will be strongly considered. The ideal CEO will have experience leading teams, fostering collaboration, and driving strategic initiatives. They should possess excellent communication skills and a proven ability to build relationships with diverse stakeholders, including donors, board members, staff, and community partners. No specific number of years of experience or educational requirements are required.

Compensation and Benefits

SFJAZZ offers a comprehensive and competitive compensation and benefits package, including an annual salary range of \$350,000 to \$400,000 and a potential annual bonus based on achieving individual and organizational objectives. Benefits include paid vacation, sick leave, personal days, and holidays; health, long-term disability, and life insurances; and a voluntary 401(k) retirement plan.

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:

Geoff Chang, Vice President
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It is the policy of San Francisco Jazz to afford equal opportunity in all aspects of employment to all persons without discrimination on the basis of race, religion, sex, national origin, ethnicity, age, physical or mental disabilities, color, marital status, sexual orientation or medical condition, or any other basis protected by law. This policy shall apply to all employees and applicants for employment and extends to all phases of employment, including hiring, training, promotion, discharge or layoff, rehiring, compensation, and benefits.