

Job Description and Person Specification



ENGLISH  
SYMPHONY  
ORCHESTRA

# CHIEF EXECUTIVE OFFICER

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# CHIEF EXECUTIVE OFFICER – ENGLISH SYMPHONY ORCHESTRA

The English Symphony Orchestra seek a talented, highly-motivated and visionary **Chief Executive Officer** to help lead the orchestra into an important new chapter. This position is made possibly largely through the generous support of the John Ellerman Foundation and the William A. Cadbury Trust and is currently funded for three years.

Applications should include a completed **application form**, a letter of application and at least two professional references. Please submit via email to [applications@eso.co.uk](mailto:applications@eso.co.uk)

This full-time position initially pays £33-£35,000 PA with opportunity for significant growth in salary as the orchestra grows.

The CEO reports to the Board and the Artistic Director.

## THE ESO TODAY

**As the ESO looks ahead to its 40th Anniversary in 2020, the orchestra has firmly established itself as one of the UK's most innovative orchestras. The orchestra is particularly renowned for its work in championing new and lesser known works, with one of the most active and diverse commissioning portfolios of any orchestra in the country. Recent ESO commissions have subsequently been taken up at leading festivals across the UK, including Aldeburgh, Three Choirs, Litchfield and Presteigne.**

The ESO's 21st Century Symphony Project, a multi-year effort to commission, premiere and record nine new symphonies by leading composers, has been hailed as one of the most important musical endeavours of our time by Classical Source. The ESO's current "John McCabe Composer-in-Association" is Adrian Williams, succeeding distinguished predecessors including Michael Tippett, Nicholas Maw, John McCabe, Philip Sawyers and David Matthews. The ESO is also one of the UK's leading champions of composers whose music was suppressed by the Nazis, and historical female and BME composers, including figures such as William Grant Still, Vítězslava Kaprálová, Grażyna Bacewicz, Hans Gál, Viktor Ullmann and Ernest Krenek.

In the last three seasons, the ESO have made successful debuts at several leading venues, including The Bridgewater Hall, Cheltenham Town Hall, Kings Place, Cadogan Hall and LSO St Luke's. Since 2018, we have been Orchestra-in-Residence of The Elgar Festival in Worcester. In 2020, we will give two major concerts at the Three

Choirs Festival. We received Classical Music Magazine's Premiere of the Year accolade in 2015 and 2016, and our world-premiere performance of John Joubert's opera Jane Eyre was named Classical Highlight of 2016 by the Birmingham Post. Our premiere of David Matthews' Ninth Symphony in St George's Bristol was chosen by The Spectator as one of the Top Ten Classical Events of 2018. Recording accolades include Sunday Times Best Recordings of 2016, Forbes Magazine Top 10 Recordings of 2017, Gramophone Critics' Choice 2017, MusicWeb Opera Recording of the Year 2017, and The Arts Desk Top 10 Recordings of 2018.

The ESO is particularly active as a provider and supporter of musical education. We run regular youth orchestra courses for beginners, intermediate and advanced participants, as well as string orchestra and chamber music courses, instrument days and workshops. We regularly host masterclasses with leading soloists and composers. We have a vibrant partnership with Hereford Sixth Form College and also work closely with the Elgar School of Music and King's School, Worcester. Most importantly, we are the resident professional orchestra for the Music Education Hubs in Herefordshire and Worcestershire.

The ESO also give dozens of concerts every year in care homes and hospices across the region, bringing the comfort and stimulation of live music to people living with dementia and other chronic health challenges.

The ESO has received regular substantial annual grants from Arts Council England since 2017, with additional support coming on a project basis. Other major supporters include the Bransford Trust and the Rowlands Trust.

## THE EXISTING TEAM

**The ESO's artistic team is among the most respected in the UK, headed up by Artistic Director and Conductor Kenneth Woods and Leader Zoë Beyers. The ESO's orchestral musicians also have a strong voice in the orchestra's artistic direction. The ESO's Composer-in-Association is Adrian Williams, Composer Laureate is Philip Sawyers and Assistant Conductor is Michael Young.**

In the absence of a current CEO, the executive leadership of the ESO is currently provided by the ESO's Board of Trustees under the guidance of Chair Jonathan Godfrey OBE.



Main existing staff positions include: Development and Education Officer, Operations and Orchestral Manager, Finance Officer, Care Home Concerts Manager, Touring and Engagements Manager, and Graphic Designer, all of whom work for ESO on a part-time or freelance basis. Key volunteers include a very experienced Grant Writer and the manager of the ESO Friends organization.

# TEN KEY AMBITIONS FOR THE NEXT FIVE YEARS

**We want the ESO to be a nationally active and recognised orchestra of the highest artistic stature and cultural significance**

1. Increase audience and support for the orchestra in our home territory of Elgar Country
2. Build a successful permanent presence in London
3. Develop new residencies and partnerships with communities, venues and festivals across the UK
4. Develop a vibrant summer home for the orchestra
5. Elevate the orchestra to the most elite tier of international touring and festivals
6. Build sufficient organisational capacity and networks of support to allow us to reach our goals
7. Make a significant and lasting contribution to British musical culture through recordings, commissions, premieres and advocacy
8. Deliver life-changing music education experiences to young people and life enhancing musical experiences to people living with dementia and other health challenges and disabilities
9. Successfully address organisational and industry challenges
10. Build or develop a world-class permanent artistic home for the orchestra and increase rehearsal time for the orchestra

## YOUR ROLE

### Strategic Vision

The ESO has enjoyed a remarkable resurgence in recent years. The appointment of a CEO marks the culmination of a successful multi-year effort to rebuild the orchestra's artistic brand, build key strategic partnerships and create a relationship with the Arts Council and other major funders. The new CEO of the English Symphony Orchestra will be a key member of the leadership team for the next chapter of the organisation's development.

Working in partnership with the Artistic Director, you will develop and implement a business plan to underpin and deliver our key ambitions. Your creativity, drive and vision will be central to shaping the future of the ESO.

### Artistic Vision

You will work closely with the Artistic Director to further develop the ESO's artistic brand, build partnerships with soloists, composers, record companies, festivals and presenters, and develop programming. You will work to improve the artistic output of the orchestra by securing resources for rehearsal time. You will also work with the Development Officer and Artistic Director to build larger and more diverse audiences.

## **Fundraising**

The CEO will be responsible for developing and implementing the ESO's overall fundraising strategy, including

- Coordinating and directing the fundraising efforts of the Grant Writer, Development Officer and Artistic Director
- Developing the support of new major trusts and foundations
- Direct and develop the fundraising capacity of the Board, and help in the recruitment of new Trustees and for developing the efficacy of the Board in collaboration with the Chair
- You will be the primary point of contact and spokesperson for the organisation to prospective sponsors, business partners and donors. You will have a particularly key role in cultivating relationships with high value donors.
- You will work with the Artistic Director in nurturing the ESO's relationship with Arts Council England with a goal of the ESO becoming a National Portfolio Organisation in the next application cycle.

## **Finance**

The ESO engages a part-time Finance Officer who oversees day-to-day management of finance and prepares financial reports for trustees, annual accounts, and Arts Council financial reports. Payments to orchestra musicians are handled by the Orchestra Manager.

The CEO will be responsible, in partnership with the Board, for assessing, developing and implementing systems of financial planning, governance and management, and for overseeing budgeting on both an annual and project basis. The CEO will maintain accurate and cashflow projections.

## **Management**

The CEO will be responsible for supporting and developing the ESO's operational team. This includes assessing strengths and weaknesses, supporting personal and professional development of staff, identifying staffing needs and finding resources to fill those needs. Working in partnership with the Artistic Director and the Board, you will be in charge of evaluating staff performance and providing constructive guidance and feedback where needed.

## **Community relations**

You will work with the Development and Education Officer to foster strong relationships with community partners and the wider public, and to build enduring support for the orchestra wherever we work.

## PERSON SPECIFICATION

We recognise that often the most outstanding potential applicants come from different professional backgrounds. If your work history and skill set differ from the criteria below, but you feel that you would nevertheless be an effective CEO for the English Symphony Orchestra, we still want to hear from you. Tell us why this opportunity appeals to you, what personal qualities you possess that will help you to succeed in this position, and how your experience has prepared you to take on this role.

### Experience

- Experience the operations, leadership and administration of professional orchestras or comparable organisations
- Experience of securing the resources needed to deliver a business strategy.
- Established history of partnership working and collaborations, joint funding applications, research and development to further an organisation's ambition.

### Skills and Qualities

- A passion for classical music, practical knowledge of orchestral music, and belief in the importance of our art form.
- The ambition to make a transformative impact in the development of our organisation.
- Demonstrable strategic thinking and resource management skills.
- Outstanding problem-solving skills and an ability to respond effectively to unexpected situations
- Possess an entrepreneurial approach in leading development projects or initiatives.
- Established excellent communication and advocacy skills, particularly public speaking and writing ability.
- Ability to negotiate, delegate, resolve conflict and manage an individual's or a team's performance.
- A sincere and demonstratable commitment to broadening cultural diversity and access.

### Knowledge

- Extensive knowledge of industry best practices
- An understanding of current music industry trends and norms
- Excellent relevant industry contacts and networks.
- Knowledge of music departments in Universities or other Higher Education organisations
- Understanding of the issues facing the sector and establishing a balance between arts and business
- A practical understanding of working in the community to deliver artistic programmes or similar

## Desirable

- Experience in a senior role in a leading arts organisation.
- Evidence of directing or producing successful indoor and outdoor productions in a variety of spaces and for diverse audiences.
- Experience of delivering learning and/or community programmes.
- Experience of working with marketing teams to reach target audiences and achieve sales targets.
- Experience of international commissioning.
- Experience of curating visual art exhibitions
- Experience of raising finance for creative projects.
- Experience of leading on Health and Safety and Safeguarding policies

## Special Requirements

- Ability to travel to external meetings in a timely and cost-effective manner.
- Available to work evenings and weekends.

## TO APPLY:

**Submit a completed application form, a letter of application and a CV with the names and contact information of two references to [applications@eso.co.uk](mailto:applications@eso.co.uk)**

Closing date 27 March, 2020. We will review applications on a rolling basis as they are received, and reserve the right to make an immediate appointment at any time.



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