Position Description: Executive Director
Reports to: Board of Directors
Location: Adelaide, South Australia
Employment Type: Full-Time
Salary: $120,000
Application deadline: 9 December 2026
Commencement: January 2027

Visionary Leadership and Artistic Partnership
Adelaide Youth Orchestras (AdYO) is seeking an ambitious, long-term strategic thinker to step into the role of Executive Director and guide the organisation into a bold new era of growth, sustainability, and statewide impact.

This is a rare, high-impact leadership opportunity to work in close creative and strategic partnership with AdYO's newly appointed Artistic Director, Lloyd Van't Hoff. Following an international search, Lloyd brings infectious energy, acclaimed artistry, and fresh creative momentum to AdYO's artistic program. Together with the Board of Directors, you will form the executive engine driving the AdYO Strategic Plan, combining Lloyd's vibrant artistic vision with your long-term strategic foresight, organisational acumen, and fundraising leadership.

Your leadership will directly drive AdYO's three core strategic pillars:

- **INSPIRE** musical excellence: Enrich young people's involvement in orchestral music by championing accessible, engaging programs, peer mentoring, clear progression pathways, regional expansion, and an active youth voice.
- **CONNECT** with community: Contribute to South Australia's cultural life by broadening audiences, expanding collaborative partnerships, elevating AdYO's public profile, and celebrating the vital role young musicians play across the state.
- **SECURE** our future: Build a strong and sustainable organisation through diversified revenue streams, multi-year philanthropic and government partnerships, and engaged alumni networks.

Key Responsibilities
1. Strategic Leadership and Organisational Culture

- Lead the implementation of the AdYO Strategic Plan, translating vision into clear operational outcomes.
- Lead, inspire, and mentor a diverse cohort of administrative staff and artistic contractors, managing recruitment, performance objectives, and professional development.
- Champion AdYO's core values, ensuring a safe, supportive, and inclusive environment for musicians, staff, and volunteers.

2. Development, Philanthropy and Sustainability

- Lead AdYO's Development function, designing and executing a multi-year philanthropic plan to achieve a balanced, sustainable funding mix of self-generated income, recurrent government grants and structured philanthropic support.
- Build, cultivate and steward high trust, enduring relationships with donors, supporters, philanthropic trusts and foundations and corporate sponsors.
- Maintain strong proactive relationships with government agencies.

3. Financial Stewardship and Governance

- Oversee annual operating and program budgets, cashflows and multi-year financial forecasts, providing clear metrics and reporting to the Board.
- Service the Board and its committees by preparing agendas, written reports, financial documentation, and accurate minutes.
- Ensure strict compliance with applicable laws, industrial relations awards, WHS, copyright/IP, and non-profit governance standards.
- Maintain rigorous risk management practices, with particular regard to child safety and wellbeing.
- Maintain currency and report on relevant issues and government policies including arts, education, youth, copyright and intellectual property.

4. Stakeholder Engagement, Marketing and Profile

- Develop the widest possible audience for Adelaide Youth Orchestras, championing our commitment to accessibility, diversity, inclusion and community.
- Partner closely with the Artistic Director to align administrative execution, concert seasons, and educational initiatives with AdYO's artistic vision.
- Strengthen networks across schools, instrumental teachers, parents, and the broader arts sector to support recruitment and retention across all ensembles.
- Oversee high-quality stakeholder communications, including annual reports, funding proposals, e-news, digital platforms, and alumni engagement, to grow audiences and enhance sponsor value.
- Commission and manage photographic and video documentation of AdYO activities.
- Connect with AdYO's alumni network.

Key Selection Criteria

- **Demonstrated Executive Leadership Experience:** Proven executive or senior management experience within the arts, cultural, education, or non-profit sectors.
- **Financial and Fundraising Acumen:** Demonstrated success in budget management, financial stewardship, revenue diversification, grant writing, and philanthropic or corporate sponsorship cultivation.
- **Strategic Execution:** Proven ability to implement multi-year strategic plans, track qualitative and quantitative KPIs, and translate organisational goals into operational delivery.
- **Governance and Risk Management:** Sound understanding of non-profit governance, board reporting, contract negotiation, and compliance, including child-safe environments and workplace health and safety.
- **Stakeholder and Relationship Skills:** Outstanding interpersonal and advocacy skills, with the ability to build trusted relationships with the Board, artistic leaders, government agencies, donors, educators, young musicians, and families.
- **Passion for Youth Arts:** Genuine passion for youth arts and music education, demonstrating strong alignment with AdYO's purpose and values.

About Adelaide Youth Orchestras (AdYO)

For 25 years, Adelaide Youth Orchestras (AdYO) has been a vital cornerstone of South Australia's cultural life, providing orchestral music experiences and skills development for over 250 young musicians aged 8 to 24 in a safe, empowering, and joyful environment. Rehearsing weekly throughout the school year and presenting public concerts, community performances, and in-school programs across the state, AdYO fosters musical excellence, community connection, and lifelong passion.

AdYO is guided by five core values that shape everything we do: Collaboration, Fun, High-performance, Inclusivity, and Accountability.