



Managing Director – Via Nova Chorale, Sarasota, FL (www.vianovachorale.org)

Via Nova Chorale was founded in 2008 in Sarasota, Florida by Dr. Robert Parish as a semi-professional choir under the name *Musica Sacra Cantorum*. In 2023, Steven Phillips was appointed Artistic Director to bring a wider musical and philosophical focus to the group, renamed *Via Nova*. The new name reflects its mission to inspire new ways to live together as one human family using the power of music. In 2025, Via Nova merged with *Choral Artists of Sarasota* to become the enhanced *Via Nova Chorale*, a 45-member professional, nonprofit choir.

What the Managing Director Will Do:

- Lead organizational strategy while collaboratively working with the Artistic Director and Board of Directors. The Managing Director and the Artistic Director report to the Board.
- Drive fundraising, donor relations, grants, marketing, and annual appeals
- Manage Board relations, reporting, and committee support while maintaining community partnerships
- Oversee budgeting, financial tracking, and fiscal stewardship
- Manage ticketing (AudienceView), CRM, website updates, and digital communications
- Produce Mailchimp e-blasts, social media content, and promotional materials
- Support concerts: front-of-house, volunteers, logistics, and advertising
- Coordinate travel and housing for guest musicians

Skills and Abilities the Managing Director Needs:

- Experience with nonprofit arts management
- Proven ability in fundraising and relationship-building
- Organized, detail-driven, and comfortable juggling multiple priorities
- Skilled verbal and written communicator who thrives in a collaborative environment
- Excited to be part of the rich Sarasota arts community
- Availability on evenings/weekends during performance periods

Professional Qualifications:

- Bachelor's degree preferred, in business, nonprofit, arts administration, or related field
- Experience with Boards, donors, and volunteers
- Grant writing experience preferred
- Familiarity with AudienceView, Canva, Mailchimp, Dropbox, Microsoft Office

Compensation:

This is a part-time independent contractor (IRS 1099) requiring approximately 30 hours per week. Compensation is based on experience, \$40,000-\$44,000, and does not include employee benefits.

Apply:

Prospective candidates should submit a cover letter and resumé by July 31, 2026, to Kim Schmeits at outreachandevents@vianovachorale.org to be disseminated to the BOD and Artistic Director of Via Nova Chorale for review. Please include three professional references with contact information.