Children's Chorus of Washington
Executive Director
Location: Washington, DC, hybrid
Compensation: $140,000 - $148,000
Reports to: Board of Directors

About Children's Chorus of Washington

The nationally acclaimed Children's Chorus of Washington (CCW) provides world-class musical training and premier performance opportunities to young people across the DMV. For more than 30 years, CCW has been a place for young people to discover their voices through the pursuit of artistic excellence, to build and nurture community through the power of singing together, and to grow in skill and confidence.

CCW has the breadth, depth, and excellence to perform regularly with the region's leading arts institutions, including the National Symphony Orchestra, Washington National Opera, Wolf Trap Opera, and The Washington Chorus. Singers perform at leading venues, including the Kennedy Center and Carnegie Hall, and tour nationally and internationally. These experiences challenge them with advanced repertoire and demonstrate what young musicians can achieve.

The past several years have been a period of significant growth, including an expanded artistic vision, the addition of a second campus, and record program enrollment. CCW now serves 375 singers at campuses in Northwest and Southwest DC, and its operating budget has more than doubled, from roughly $800,000 to approximately $1.9 million. Through substantial financial aid, CCW works to ensure that every family, regardless of means, is a full and equal part of the community. A talented and dedicated team of 7 full-time program and administrative staff and 15 part-time artistic staff brings this work to life. A new five-year strategic plan, adopted in September 2026, charts the next stage: deepening CCW's reach across the city while strengthening the foundation that makes its work possible.

For more information, please visit: childrenschorusdc.org

About the Position

CCW is seeking an Executive Director who is energized by the chance to build on this momentum. The next leader will bring together steadiness and ambition: strengthening CCW's internal foundation, leading a talented team, and advancing a strategic plan that calls for thoughtful growth in reach and financial strength while maintaining the organization’s reputation.

CCW is co-led by an accomplished Artistic Director, Margaret Clark, and the Executive Director, who share responsibility for the organization's success and report to the Board of Directors. The Artistic Director creates, advances and delivers on CCW's artistic direction, goals, and growth. The Executive Director's work centers on fundraising, finance, and operations to support the artistic vision and excellence of the organization. The co-leaders share responsibility for building and nurturing external

relationships. The partnership is at its best when it is shared in practice: the two leaders think together, keep each other informed, and bring their different expertise to the questions that matter most for CCW.

This is a visible, relational role. The Executive Director will be a strong presence at concerts, donor events, and gatherings across both campuses, and a trusted voice for CCW among funders and arts partners. Just as important is the work inside the organization: listening closely, investing in a capable and ambitious staff, and building the structures that allow the team to do its best work sustainably.

Key Responsibilities

Artistic Director Partnership

- Invest in a high-trust, collaborative partnership with the Artistic Director, serving as a thought partner who engages generously with ideas and offers candid, constructive perspective.
- Cultivate a culture of shared awareness and decision-making across operational, financial, and external work, and engage with artistic priorities in turn.
- Proactively align on current and new initiatives, including budgets, tours, partnerships, and programs, so that artistic ambition and organizational capacity move forward in step.
- In close collaboration with the Artistic Director, lead a cohesive, empowered team, and ensure all staff feel connected to one another, inspired by the mission and invested in CCW's shared success.

Fundraising and External Leadership

- Champion CCW's fundraising, leading, expanding and executing a strategy across individual and major donors, foundations, government, and corporate partners, with roughly 60% of revenue coming from contributed income.
- Partner with the Board to engage members actively in fundraising and donor stewardship.
- Amplify and elevate CCW's artistic reputation and cutting-edge brand, serving as a primary ambassador to donors, families, arts partners, and the broader DC community.
- Advocate for and broaden CCW's value in partnerships, performance engagements, and contracts, and build credibility with leaders of peer arts institutions.
- With passion and presence, represent CCW at CCW concerts, events, and functions and serve as an ambassador of the organization.

Financial and Operational Stewardship

- Lead budget development, forecasting, and monthly financial management for an organization of approximately $1.9 million, with attention to thin margins and long-term sustainability.
- Equip and empower artistic and program colleagues with clear visibility into budgets and variances.
- Advocate for CCW thoughtfully and tirelessly on contracts, space, and partnerships.

- Lead and support best practices of the organization, optimizing day-to-day operations in partnership with the General Manager.

Strategic Plan Implementation

- In partnership with the Artistic Director, translate CCW's strategic plan into phased priorities, measurable goals, and regular progress reporting to the Board.
- Prioritize and value growth and singer retention in equal measure, pacing new initiatives to available resources and staff capacity.
- Align with the Artistic Director and program team on enrollment and retention strategy, earned revenue opportunities, and on expanding CCW's reach across DC.
- Drive progress against the strategic plan while steering priorities and timelines as circumstances evolve, keeping CCW's long-term goals in focus while responding to new opportunities and challenges.

Team Development and Internal Structures

- Recruit, invest in, and retain talented staff throughout all stages of development, including recognizing potential and delegating meaningful responsibility with context and support.
- Fortify and build the structures that optimize the work and sustain the team, including clear roles, decision-making processes, policies, and workflows that protect bandwidth and prevent burnout.
- Galvanize program and administrative teams across different schedules and work rhythms, fostering a unified, collaborative, transparent, and celebratory culture.

Board Partnership

- Partner with the Board to set and refine the organization's strategic direction, bringing forward the key questions and decisions that need its attention.
- Equip the Board with relevant information about the field, the community served, and emerging trends that affect the mission.
- Collaborate with the Artistic Director to provide candid and timely communications with the Board, keeping them informed on progress, challenges, financial health, significant risks, compliance obligations, and opportunities, so it can exercise sound fiduciary oversight.
- Collaborate with the Artistic Director to oversee preparation for Board and committee meetings, ensuring clear agendas, timely materials, and an accurate, accessible picture of the organization's finances.
- Foster and support board development and recruitment, helping bring a broad range of skills and perspectives into governance.
- Engage board members as advocates and fundraisers, helping each member find a meaningful way to use their networks, influence, and giving.
- Create and facilitate meaningful opportunities for staff to engage with the Board.

Qualifications

CCW recognizes that strong candidates will not bring every qualification listed below, and welcomes applicants with a range of backgrounds and experiences.

Experience

- A record of collaborative partnership with a peer leader of different expertise, such as an artistic, program, or founding leader, built on mutual trust and shared accountability.
- Demonstrated organization-level fundraising results, including major donor cultivation, foundation and government grants, and engaging a board in fundraising.
- Experience representing an organization externally and strengthening its reputation with donors, partners, and the broader community.
- Direct accountability for budget development, financial management, and reading and acting on financial statements, ideally for an organization of $1 million or more.
- Experience leading the implementation of a strategic plan, including setting priorities, tracking progress, and adjusting thoughtfully.
- A record of developing and retaining staff, and of building and leading the systems, policies, and structures a growing organization needs.
- Experience working closely with a nonprofit board, including regular reporting and board development.
- Comfort with technology platforms and data to support enrollment, fundraising, and operations.
- Experience advancing access and belonging for families across economic, geographical and cultural backgrounds.

Leadership Qualities

- High emotional intelligence: self-aware, steady under pressure, and attuned to how others experience change.
- A listener first, who gathers input from many voices and synthesizes it into a clear direction.
- An iterative collaborator who thinks alongside colleagues, welcomes new ideas, and offers candid perspectives with care.
- Confident and persuasive externally, including as a public speaker; warm, transparent, and grounded internally.
- A unifier who brings people together across teams and celebrates their contributions.
- A deep respect and enthusiasm for artistic excellence and the rigor of high performance standards.
- A commitment to making high-level artistic programming accessible to young people from every background.

Preferred Qualifications

- Experience in, and enthusiasm for, the arts or performing arts in any discipline. A music degree or choral background is not required.
- Passion and excitement for youth development.

- Familiarity with the DC region and its arts and philanthropic community, or a demonstrated ability to build regional relationships quickly.

Working at CCW

CCW is a close-knit, mission-driven team that works in a hybrid model, with shared in-office days for collaboration and remote days for focused work. Program staff work afternoons, evenings, and weekends around rehearsals and performances, while administrative staff work primarily standard weekday hours.

The Executive Director is a prominent and visible part of CCW's community life, attending key concerts, the annual gala, donor events, and gatherings across both campuses. The role follows the rhythm of a performing arts season, with regular evening and weekend commitments, and is best suited to a leader who finds energy and meaning in these moments. CCW's flexible time policy helps balance this schedule.

Compensation

Salary range: For this role, the salary is $140,000 - $148,00, commensurate with experience. CCW offers a competitive benefits package, including fully employer-paid health, dental, and vision coverage, a 401(k) with employer match, a tuition waiver for dependent children in CCW programs, and commuter support.

How to Apply

CCW has partnered with LeaderFit, a national executive search firm, to find its next Executive Director. Please submit a resume and a cover letter describing your interest in CCW's mission and the experience you would bring to this role directly to LeaderFit here.

CCW believes every young person deserves the chance to sing, grow, and belong, and it is committed to building a staff and leadership that reflect the full community it serves. Candidates from all backgrounds are strongly encouraged to apply. CCW is an equal opportunity employer.

At LeaderFit, all candidate materials are reviewed by experienced humans. We believe that evaluating leadership potential, lived experience, and alignment with mission and culture requires human judgment, insight, and care. We leverage AI to support efficiency and research, allowing LeaderFit staff to focus on what humans do best: connecting, engaging, and building community.