



THE SEAFAIR ORGANIZATION

Now celebrating its 75th anniversary, Seafair was founded in 1950 as a celebration of Seattle culture and community. As a non-profit organization, 501(c)(3), we are dedicated to bringing the public and private sectors together to serve a unique mission: to create community, memories, and affordable, family fun for the Puget Sound region.

Each year, we produce a ten-week summer festival featuring nearly 75 sanctioned events, reaching over two million people. The organization operates on a multi-million-dollar budget, and, in addition to supporting a wide range of community activities, Seafair produces six annual large-scale, world class events, including the Hydroplane Races and Air Show on Lake Washington, Triathlon, Fleet Week, Torchlight Parade, and Seafair Summer 4th Fireworks Show. Currently, Seafair employs five full-time staff and 12 seasonal contractors who plan and execute all events and coordinate over 1,500 volunteers.

CEO POSITION OVERVIEW

Reporting to the Chairman of the Board of Directors, the Seafair President & CEO leads a highly visible and venerable organization with strong brand reputation and is responsible for the vision, strategy, leadership, funding support and execution of all Seafair programs and operations. This is an influential stewardship role for the city of Seattle, and is responsible for building on the successful execution of its current programs, while evolving the organization to grow revenue support, expand external partnerships, and deepen community engagement with Seafair.

We seek a candidate who exhibits the following competencies:

- 1) Exceptional leadership; a servant leader who inspires and grows our talented team of employees, guides Board members, fosters a culture of innovation and collaboration while nurturing a people-first culture of diversity and inclusion
- 2) Strong financial acumen; a detail-oriented leader who drives revenue generation, controls costs, meets goals and objectives, oversees large contracts, establishes sound internal controls and guides planning and execution of annual multi-million-dollar budget
- 3) Operational organization and rigor; a detailed leader with expertise in the planning and execution of large-scale, festival events. Ensuring program quality and organizational stability via use of effective standards, controls, systems, and procedures
- 4) Excellence in partnership building and sustainment; an engaging leader who cultivates strong, long-lasting relationships with key stakeholders across diverse constituencies e.g. community leaders, local government, volunteer groups, military, vendors, sponsors, to name a few

5) An entrepreneurial mindset; a forward leaning leader who learns from others, seeks out new opportunities for Seafair, engages stakeholders to drive continuous improvement and who is relentlessly resourceful and flexible

CORE LEADERSHIP RESPONSIBILITIES

- Demonstrate executive leadership with a dedication to community-minded programs and events. Establish a reputation across all stakeholders as a decisive, yet collaborative leader who is highly skilled in setting direction and creating alignment
- Develop, own and champion strategic vision for Seafair in coordination with the Board of Directors
- Oversee, support and promote strategic planning and new development activities to meet annual revenue goals for sustainably funding the festival
- Drive Seafair's profitability and growth, identifying and capitalizing on new opportunities to expand our services and impact. Be equally comfortable as an individual contributor where needed and be willing to bring in resources when the time is right
- Market and promote Seafair events, programs, services, and vision to diverse groups, through superb communications and delivering engaging, and effective presentations
- Meet annual operating goals, including jointly developed risk management, revenue generation, expense control, cash management, and personnel management targets
- Directly supervise full-time staff, seasonal staff, and interns across all business areas, including Operations, Production, Sales and Marketing, and Finance. Communicate Seafair vision and initiatives to staff to ensure successful execution of events and programs
- Oversee recruitment, retention and management of Seafair's 1,500 volunteers, including interface with festival's five longstanding, self-governing "family groups"
- Support the Board of Directors with strategic planning, reports and analysis, and other tools necessary to oversee and guide Seafair programs, development activities and financial sustainability of the organization
- Maintain ongoing communication with Board members and between committees, to promote engagement, receive policy guidance, and facilitate board initiatives
- Assist the Board Nominating Committee in the recruitment and orientation of new members
- Serve as key spokesperson for Seafair, providing energy and enthusiasm for the mission and cultivating community, government, corporate and individual support
- Maintain positive and productive working relationships with sponsors, donors, local government, volunteers, civic leaders, businesses, vendors, neighborhoods, and other

partners necessary for the success of Seafair

- Develop and pursue new business and program opportunities on an ongoing basis, present concepts to the Board of Directors for input and approval, and implement as agreed
- Pursue new fundraising concepts for the Foundation on an ongoing basis, present concepts to the Board of Directors for input and approval, and implement as agreed
- Strong presence and highly visible at key community events throughout the year and Seafair events, receptions, functions, and meetings

DESIRED CANDIDATE PROFILE

- Experience working with non-profit organizations and associated Board of Directors
- Being an exceptional communicator, adept at building relationships with diverse stakeholders and conveying the mission, impact and value of organization to a wide audience
- Demonstrated experience driving operational excellence at scale
- Understanding, experience, and appreciation of festivals and events, and the cultural, social, and economic benefits they bring to communities
- Experience in the development, presentation, and management of business plans and operational budgets
- Strong business development and fundraising skills, with proven record of achievement, including the building of partnerships and alliances
- Minimum Bachelor's Degree or equivalent experience.

COMPENSATION:

Seafair offers a competitive compensation package and benefits which include a 401(k) plan, healthcare insurance and professional development opportunities.

TO APPLY: To express interest in this position, please send your resume and a cover letter to CEOSEARCH@SEAFAIR.ORG