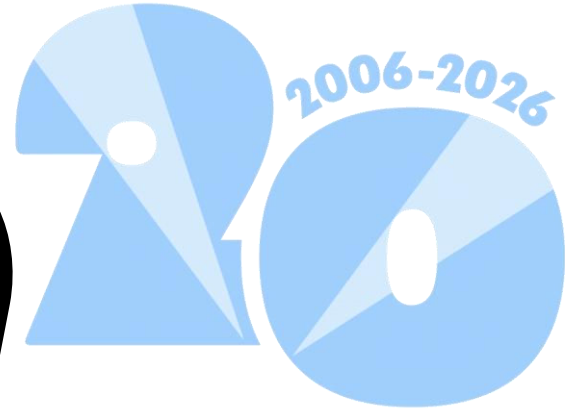




EDMONDS
CENTER *for the ARTS*



EXECUTIVE DIRECTOR

ANNUAL BUDGET: ~\$4.1M

TOTAL STAFF: ~30 full- & part-time

DEDICATED VOLUNTEERS: 120+

**SALARY: \$150,000 - \$180,000 annually
depending on qualifications
and experience**

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edmondscenterforthearts.org

THE ORGANIZATION

For 20 years, Edmonds Center for the Arts (ECA), a cornerstone cultural institution and source of pride for area residents, has been a gathering place in downtown Edmonds for music, dance, theater, community life, and beyond. Just 17 miles north of Seattle, this cherished community asset has grown into one of the Pacific Northwest's most beloved theaters, known for bringing world-class performers to an intimate stage while staying deeply rooted in the surrounding community.



Rich in programmatic offerings, ECA welcomes tens of thousands of guests through ECA-curated performances and over 100 additional community events, concerts, and rentals each year. Beyond the stage, ECA runs arts education programs that reach thousands of local youth, and hosts community traditions like Kidstock, a free winter arts event for kids, along with Pride movie nights, the Dementia Inclusive Series, and Lunar New Year celebrations. ECA's more than 120 volunteers make all of this possible. Many have given decades of service, driven by a belief in what ECA means to their friends and neighbors and pride in what it brings to the broader community.

Plans are underway to reimagine ECA's historic campus, supported by the Edmonds Public Facilities District Board (PFD Board), the nonprofit ECA Board, and a talented staff. Throughout 2026, an interim ED has been helping both Boards along with staff members establish priorities, implement changes, and achieve a clarity of roles. The new permanent ED will be asked to affirm and build on these organizational changes. [You can find more information on the role of the PFD Board here.](#)

As the organization enters an exciting new chapter, this is a rare moment for a leader to help shape ECA's future and what comes next.

The vision and mission below capture what ECA stands for and articulate what the new ED will be asked to carry forward.

Vision

A vibrant community in which the performing arts are woven into our daily lives and valued for their power to entertain, educate, and inspire.

Mission Statement

Our mission is to celebrate the performing arts, strengthen and inspire our community, and steward the development and creative use of the ECA campus

Fast Facts

- Facilities include 700-seat theater, lobby, meeting spaces, and gym
- Hosts numerous ECA-presented performances and 100+ additional events annually
- Home base for popular arts organizations such as the Cascade Symphony and the Olympic Ballet.
- More than 120 dedicated volunteers, providing thousands of hours of their time that is worth hundreds of thousands of dollars each year
- Total staff of approximately 30 full- and part-time, plus contractors and interns
- Operating budget of \$4.1M for fiscal year 2026
- Community programs such as Kidstock, Pride movie nights, the Dementia Inclusive Series, and Lunar New Year celebrations
- Owned and operated by the Edmonds Public Facilities District
- Currently planning a major campus redevelopment and capital campaign

The City of Edmonds, WA

Edmonds, Washington is a welcoming waterfront city of about 42,000 people and is part of a larger region of 200,000+ located in the surrounding communities of south Snohomish and north King Counties. Tucked along the shores of Puget Sound, Edmonds is known for its walkable downtown, cozy cafes, notable and diverse restaurants, accessibility, and sweeping views of the Olympic Mountains. Edmonds offers small town charm with easy access to major cities. Ferries come and go from its waterfront all day connecting Edmonds to the Olympic Peninsula, adding to the town's relaxed, coastal feel.

Edmonds was Washington's first officially designated Creative District, and that spirit shows up everywhere, from local art galleries to street murals to a lively calendar of community events. Edmonds is a place where people choose to put down roots, raise families, and build a career, all while enjoying beach walks, sunset views, and a strong sense of community connection.



THE POSITION

The Executive Director (ED) serves as ECA's most senior executive, working closely with two boards, the Edmonds PFD Board and the nonprofit ECA Board, to guide the organization's strategy, finances, and future. The ED oversees day-to-day operations while keeping a steady eye on the big picture: strong programming, healthy finances, a thriving campus, and community connection.

The Executive Director leads a capable team of directors covering finance & operations; development; programming & production; and marketing, sales, & patron services while also representing ECA to donors, government partners, and the wider community. This is a role for someone who is just as comfortable digging into a budget as they are presenting to City Council and addressing an auditorium full of 700 patrons. It calls for a leader who can bring clarity and confidence to a growing, changing organization while honoring everything that already makes ECA special.

FOCUS & PRIORITIES

- **Building relationships** – Getting to know the staff, both boards, volunteers, donors, and wider community will be job one. Through open communication and active listening, the new Executive Director can connect with stakeholders and strengthen lasting support for ECA.
- **Operational structure evaluation** – In partnership with the Edmonds PFD Board and ECA Board, lead an exploration of ECA's long term operating options, including the potential transition of operations to a nonprofit partner. Guide stakeholders toward a clear, well-informed decision and, if change is determined, lead its implementation.
- **Supporting the team** – ECA's staff has recently navigated significant and important change. The new leader can offer stability, clear direction, and real appreciation for the people doing the work every day.
- **Campus redevelopment** – ECA's historic building needs significant investment, and the organization is exploring partnerships with other nonprofits and potential tenants that could shape a new future for the campus connecting ECA to the broader downtown community and region.
- **Capital campaign leadership** – As plans take shape for the campus, the Executive Director will help craft and implement a major fundraising effort to support the campus's evolution in collaboration with the Development team and the Boards.
- **Sustainable operations** – Lead ECA toward long-term financial health so the organization can continue bringing the arts to its community for decades to come.
- **Governance leadership** – Work effectively with both the public and nonprofit boards so ECA can align governance, oversight, fundraising, advocacy, and community impact.



LEADERSHIP PROFILE

ECA's next Executive Director will bring experience leading a nonprofit or public-facing organization through change, along with a love for community and the arts. While preferred, this person does not need a background in performing arts; however, they do need to be a proven, steady leader who can guide a growing organization with confidence.

Ideal candidates will bring a mix of the following:

- Proven experience as an Executive Director, or a C-suite executive, ideally within a nonprofit or mission-driven organization
- Strong financial and business acumen, with hands-on experience managing budgets and building financial systems
- Successful experience working with and/or reporting to nonprofit or public boards, especially in organizations with more than one governing body or a complex structure
- Comfort operating within public sector rules and requirements, such as open public meetings and public records laws
- Cultural competence and humility, a commitment to diversity, equity, and inclusion, and the ability to build trust and connect authentically with the many communities ECA serves
- A track record of leading organizations through periods of growth, change, or transition
- Strong project management skills, from day-to-day operations to larger capital or facility projects



Skills & Abilities

- Financial and fiscal management
- Board governance and relationship building
- Visionary thinking
- Leads with grace, honesty, enthusiasm, empathy, and joy
- Skilled communicator and active listener
- Ability to influence and align staff and board members without being heavy handed
- Collaborative, steady, and approachable leadership style
- Strong team builder who earns trust and cultivates relationships
- Skilled at celebrating and elevating the work of others
- Composed, calm and clear headed under pressure



COMPENSATION & BENEFITS



This is a full-time salaried position requiring a willingness to work some evenings and weekends and occasional travel. The ED role requires frequent, regular presence at ECA's campus. The salary range is between \$150,000 and \$180,000, depending on qualifications and experience.

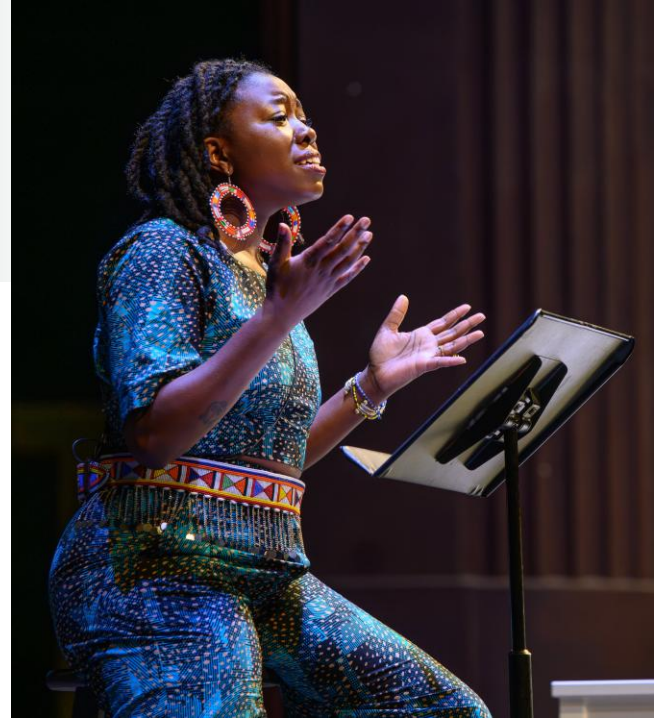
Benefits

ECA offers generous benefits including:

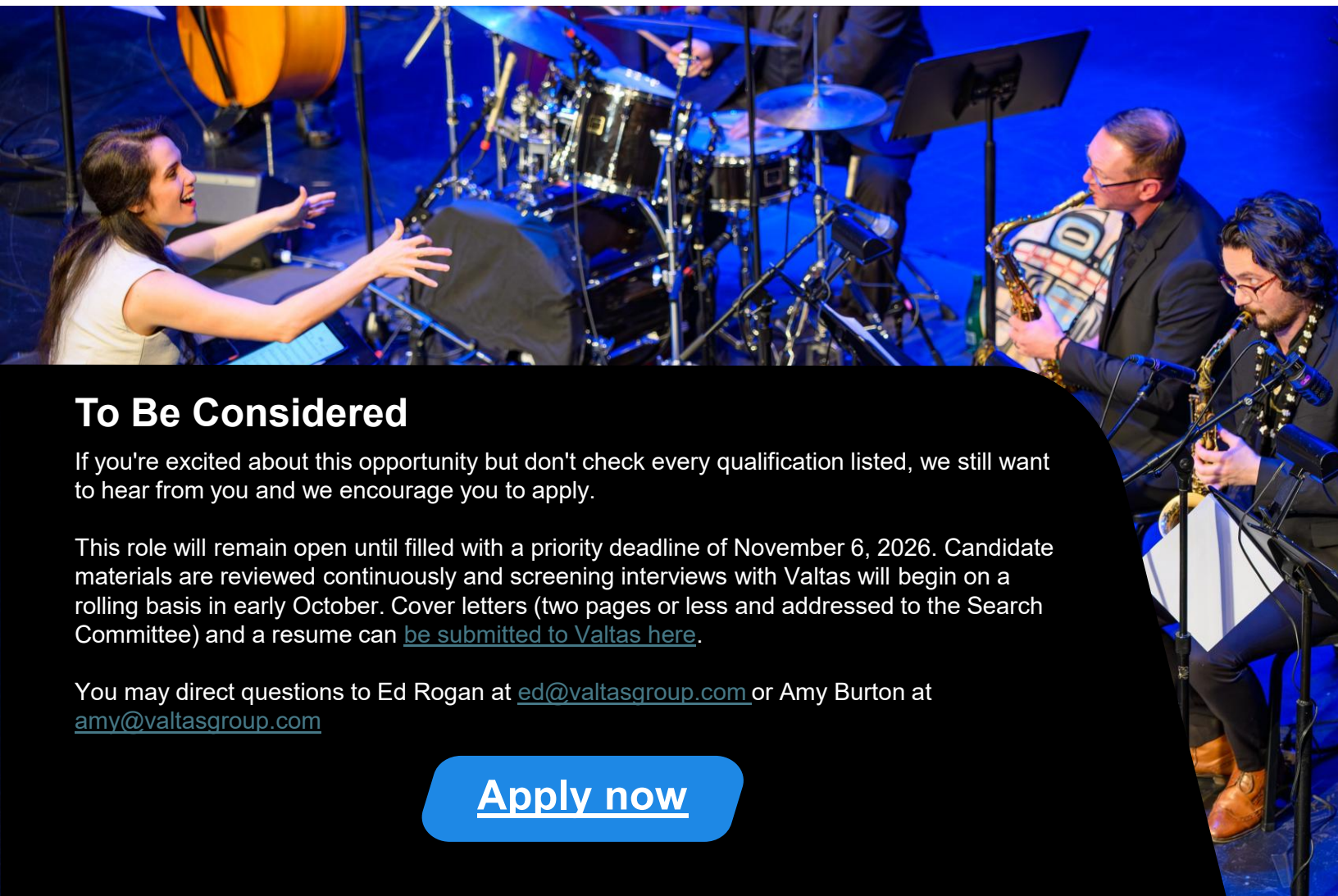
- Medical, Dental, and Vision Insurance
- Flexible Spending Account, Health Savings Account (if enrolled in a qualifying high-deductible health plan)
- Basic Life Insurance, AD&D Insurance
- Long-Term Disability Insurance
- 12 paid holidays
- Paid sick leave and vacation
- Voluntary Supplemental Life & AD&D Insurance
- WA State Public Employees Retirement System
- Discretionary participation in a Deferred Compensation Program
- Hybrid work environment (subject to eligibility requirements)
- Flexible schedules
- Free parking on site



EQUITY STATEMENT



ECA is committed to equity leadership in the arts community and becoming an anti-racist organization. These commitments reflect a careful ongoing examination of the history of privilege and power in our industry and within our organization. By continually testing and modifying our policies and procedures, we strive to increase equity in access, opportunities, and resources at ECA. The impact of this work will be evident on our stage, among our patrons and supporters, and within our staff, volunteers, and boards.



To Be Considered

If you're excited about this opportunity but don't check every qualification listed, we still want to hear from you and we encourage you to apply.

This role will remain open until filled with a priority deadline of November 6, 2026. Candidate materials are reviewed continuously and screening interviews with Valtas will begin on a rolling basis in early October. Cover letters (two pages or less and addressed to the Search Committee) and a resume can [be submitted to Valtas here](#).

You may direct questions to Ed Rogan at ed@valtasgroup.com or Amy Burton at amy@valtasgroup.com

[Apply now](#)