

SEARCHLIGHT PARTNERS



ORGANIZATION:	Canadian Independent Music Association (CIMA)
POSITION:	President and CEO
LOCATION:	Toronto, Ontario
POSITION DETAILS:	Full time, Permanent
REPORTS TO:	Chair and Board of Directors
WEBSITE:	www.cimamusic.ca

Through transparency, trust and integrity, CIMA will be an advocacy leader, representing the national interests of the Canadian owned independent music industry, while providing targeted services for the economic benefit of its membership.

THE ORGANIZATION

CIMA is the not-for-profit national trade association representing Canada's English-language, independent music sector which comprises approximately 38% of the Canadian recorded music market.

CIMA's membership consists of Canadian-owned companies and representatives involved in every aspect of the music, sound recording and music-related industries. CIMA's diverse membership base is comprised of record producers, record labels, recording studios, managers, agents, licensors, music video producers and directors, creative content owners, artists and others professionally involved in the sound recording and music video industries.

CIMA's mandate is to develop and advocate policies and services that serve to support a strong and economically stable Canadian independent music and sound recording industry, ensuring the long-term development of the sector and to raise the profile of Canadian independent music both in Canada and around the world.

CIMA continues to take a leadership role in improving the economic viability and well-being of the independent music and sound recording sector in important areas such as cultural industry policies and programs; intellectual property and copyright law; tax laws and tariffs; international export and trade development programs; and professional development.

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THE POSITION

CIMA is seeking a vigorous, visionary, inspirational, and forward-thinking President. The person assuming the role will actively work with the Board to set and implement the strategic vision of the organization for the present and the long-term.

The President is a leader and administrator who has demonstrated exceptional skills and strengths in key areas including government relations and lobbying; building and maintaining client relationships; advocacy; marketing; organizational governance; and public policy.

The President must manage, mentor and motivate staff to accomplish the organization's objectives while servicing member needs and maintaining fiscal responsibility. They will represent, maintain, protect, enhance, and defend the rights and interests of CIMA's members. The President will embrace the increasing diversity and inclusion of the organization and its membership

This Position represents an exciting opportunity for the right candidate to step into a position at a time of significant influence by CIMA and its members to help shape the broader Canadian music sector. Despite various economic and regulatory pressures, it is a unique time for Canada's independent music sector as recent and ongoing market-shifts represent an opportunity for Canadian music companies to build and expand capabilities to truly compete and be successful on a global scale. The challenge is to balance that against pressures on existing and future private and public sector financial and operational support. The CEO will be a key player in leading the conversation and framing a global vision.

RESPONSIBILITIES

Organizational Leadership

- Advises and participates with the Board Chair and members in developing and delivering a strategic plan and vision.
- The CEO will actively develop and improve the delivery of membership benefits to meet the needs and expectations of members against a mandate to grow traction and profile within Canada's music industry.
- Responsible for the successful implementation of the strategic plan, taking into account long-term direction of the Board and government priorities.
- Direct the development and implementation of all activity relating to policy governance within the organization.
- Lead business planning and development.

Government & External Relations

- Have a keen understanding of where independent companies sit in the ecosystem of the global music industry, and how global issues affect domestic government policy.
- Understand how market concentration affects independent companies, and defend the need for a level playing field, with an open and competitive market across the industry's entire value-chain.

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- Advocate for the interests of CIMA's membership with representatives of government and regulatory agencies on existing and proposed copyright, broadcast and telecommunications legislation, cultural and international trade policies.
- Act as a liaison on behalf of CIMA, working to cultivate, maintain and assure executive level relationships and public policy development with the federal and, where applicable, provincial governments.

Administration & Operations

- Manage financial resources, including annual budget preparation and regular financial and risk management reports for approval by the Board; establishes priorities and allocates budgets for each department and activity.
- Ensure the efficient and cost-effective administration of CIMA operations, including all facets of granting, communications, finance and administration, and human resources.
- Develop organizational structures and reporting relationships; recruits, selects, manages, coaches and mentor senior staff; and maintains and assesses the effectiveness of the organization in meeting CIMA's goals.
- Ensure a safe, healthy, and positive work environment that meets all legislative and regulatory requirements.

CANDIDATE QUALIFICATIONS

- Minimum 10 years in senior-level leadership and management roles.
- Proven track record of leadership in a senior role within an arts/cultural or related public sector institution of similar scope, with a high level of policy planning skills, political acuity, as well as budgeting and financial management skills.
- Visionary strengths in addressing industry changes and developing opportunities to expand CIMA's brand and membership reach.
- Drive and dedication toward a high degree of stakeholder satisfaction, including an awareness of specific problems and current issues and opportunities facing Canadian independent music companies.
- Experience in association management related to servicing members and/or the non-profit sector.
- Strong business acumen with a proven track record as a business leader.
- Experience with budget development and financial planning.
- Proven ability to raise the visibility of the organization, develop projects and partnerships.
- Understanding of the complex copyright and intellectual property laws.
- Experience in public relations and dealing with the media.
- Record of working successfully with volunteers, boards or committees, and staff as a team, implementing the stated goals and strategic plans of an association
- Strong written and oral communication skills.

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- A relevant undergraduate degree or experiential equivalent.
- Fluency in both official languages is a significant asset.

CANDIDATE CHARACTERISTICS

- Passion for and commitment to the Canadian music and sound recording industry.
- A politically savvy, strategic thinker who can put plans into action.
- Service oriented with the understanding of the needs of a membership.
- A proven leader who takes initiative.
- Inclusive leader who encourages contributions from all levels of the organization and Board.
- Diplomatic; a collaborative team player.
- Inspires organization members to share common vision and goals.
- Accountable with a strong sense of professionalism, ethics and integrity.
- Works well independently and is self-regulating.
- Ability to build trust and engender confidence internally and externally.
- At ease with today's technology, digital and social media environment.

COMPENSATION

A competitive compensation package including base salary, health and dental benefits, vehicle and cellular phone allowance will be provided.

HOW TO APPLY

Please submit your application by emailing your cover letter and résumé to no later than January 20th, 2021, to: CIMA@searchlightpartnersgroup.com.

CIMA is an equal-opportunity employer and committed to fair and accessible employment practices. We strongly support and value diversity in the workplace. Applications from all qualified candidates are welcome, and individuals from equity-seeking groups are encouraged to apply.

We thank applicants for their interest, however, only those advancing in the process will be contacted.