AUBURN
Human Resources

Exec Dir, GPAC

Job Description

JOB INFORMATION

Job Code	AB45
Job Description Title	Exec Dir, GPAC
Pay Grade	TAUC
Range Minimum	$0
33rd %	$0
Range Midpoint	$0
67th %	$0
Range Maximum	$0
Exemption Status	Exempt
Approved Date:	9/11/2026 2:16:47 PM

JOB FAMILY AND FUNCTION

Job Family:	Theatre & Arts
Job Function:	Production & Administration

JOB SUMMARY

The Executive Director, Jay and Susie Gogue Performing Arts Center (Gogue Center) navigates the center towards further recognition as a premier university performing arts hub, renowned nationally and esteemed as a focal point of cultural activity at Auburn University, in the community, and beyond. The Executive Director forges and nurtures dynamic partnerships spanning national and global artistic spheres; Auburn University; and local communities, nationally, and internationally, all in alignment with the institution's overarching objectives. The Executive Director shapes the center's artistic direction, curating top-tier performing arts programming, fostering arts education initiatives, and championing financial sustainability across all facets of the center's operations.

RESPONSIBILITIES

- Leads the artistic and educational vision for the Gogue Center. Develops a rich and varied annual schedule comprising premier Broadway productions; music, dance, and theatrical performances; and innovative arts and cultural events, including collaborations of the highest quality. Cultivates robust relationships with national and international artists, producers, and stakeholders to ensure the Gogue Center’s annual season stands out for its diverse and appealing program offerings. Spearheads the development of performing arts programming catering to K-12 students and community members, aligned with community needs and reflective of the center's mission, values, and objectives.
- Serves as a prominent ambassador for the Gogue Center. Fosters partnerships and collaborative ties with university academic units, faculty, staff, and student organizations, positioning the center as an integral component of the Auburn experience. Cultivates philanthropic and/or professional partnerships with individuals, businesses, and community organizations to further the center's programmatic, educational, and operational objectives.
- Establishes annual and long-term budgets and revenue goals to ensure the financial sustainability of the Gogue Center. Collaborates with Auburn University Advancement and leads the Gogue Center development team to engage donors and secure funding from various sources. Identifies opportunities for public funding and strengthen relationships with relevant arts agencies and foundations. Oversees ticket sales and rental plans to generate revenue supporting the center's programming and access objectives. Supervises marketing and communication strategies to maximize revenue opportunities.
- Develops short- and long-term strategic planning aligning with Auburn University's mission and strategic plans. Partners with university Facilities Management and relevant vendors, to maintain and enhance the center's facilities optimizing audience and artist experiences. Advocate for the Center's expansion, capabilities, and mission through effective communication and relationship building.
- Recruits, retains, empowers, and mentors a diverse and skilled team, fostering an organizational culture of shared values and continuous improvement.
- Establishes efficient systems across all operations and departments, ensuring fiscal management aligns with university policies and guidelines, maintaining a positive financial position within approved budgets.

The responsibilities listed above show the typical duties for jobs in this classification. Actual tasks may differ depending on the department's needs. Other similar duties may be assigned with discretion of the supervisor. Not every duty will apply to every position, and the amount of time spent on each task can change based on department needs.

SUPERVISORY RESPONSIBILITIES

Supervisory Responsibility	Full supervisory responsibility for other employees is a major responsibility and includes training, evaluating, and making or recommending pay, promotion or other employment decisions.

MINIMUM QUALIFICATIONS

To be eligible, an individual must meet all minimum requirements which are representative of the knowledge, skills, and abilities typically expected to be successful in the role. For education and experience, minimum requirements are listed on the top row below. If substitutions are available, they will be listed on subsequent rows and may only to be utilized when the candidate does not meet the minimum requirements.

MINIMUM EDUCATION & EXPERIENCE

Education Level	Focus of Education		Years of Experience	Focus of Experience	
Bachelor's Degree	in Music, Arts, Theatre, Arts Administration, Business Administration, Marketing, or in a related field required. Master's Degree preferred.	and	10 years of	progressively responsible performing arts presenting and venue management with experience in leading performing arts presenting and programming, successful sales and marketing campaigns, educational campus and/or community engagement, venue management, organizational strategic planning, major and principal gift fundraising.	

MINIMUM KNOWLEDGE, SKILLS, & ABILITIES

Dynamic entrepreneurial and leadership skills in the performing arts.	
Strategic thinker with a progressive career in complex venue management.	
Successful track record in venue programming, marketing and sales, and promotion of diverse offerings.	
Strong financial management background, preferably in a university or state-supported institution.	
Extensive experience collaborating with university constituencies and a successful track record of campus and community engagement.	
Experience in recruiting, developing, supervising, and evaluating staff.	
Understanding of development and fundraising with a collaborative mindset.	
Ability to manage multiple projects, fostering interdisciplinary collaboration.	
Exceptional communication, organizational, and interpersonal skills.	

MINIMUM LICENSES & CERTIFICATIONS

Licenses/Certifications	Licenses/Certification Details	Time Frame	Required/ Desired	
None Required.				

PHYSICAL DEMANDS & WORKING CONDITIONS

Physical Demands Category:	Office and Administrative Support

PHYSICAL DEMANDS

Physical Demand	Never	Rarely	Occasionally	Frequently	Constantly	Weight
Standing				X		
Walking				X		
Sitting				X		
Lifting			X			
Climbing			X			
Stooping/ Kneeling/ Crouching		X				
Reaching		X				
Talking					X	
Hearing					X	
Repetitive Motions			X			
Eye/Hand/Foot Coordination			X			

WORKING ENVIRONMENT

Working Condition	Never	Rarely	Occasionally	Frequently	Constantly
Extreme temperatures		X			
Hazards		X			
Wet and/or humid		X			
Noise			X		
Chemical		X			
Dusts		X			
Poor ventilation		X			

Vision Requirements:

Ability to see information in print and/or electronically.

Additional Special Requirements:

Must be available to work evenings, weekends, and holidays based on performances, rentals, and programmatic schedules. This position is required to work on-site. This position may require more than 40 hours during a given work week.