

PROSPECTOR

EXECUTIVE SEARCH & CONSULTING



theatre: CALGARY



OPPORTUNITY PROFILE | Executive Director

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P R O S P E C T O R

THE ORGANIZATION – THEATRE CALGARY

Theatre Calgary aspires to stand amongst the best theatres as a leader in innovative, impactful and diverse programming. A resident company of Arts Commons in the Max Bell Theatre, Theatre Calgary focuses on delivering exceptional productions of classics, contemporary plays, and musicals, and has collaborated with renowned companies such as Soulpepper, the Shaw Festival, the National Arts Centre, and the American Conservatory Theater.

Today, Theatre Calgary is Calgary’s largest professional theatre company and a leader in the cultural life of the city featuring the best talent on its mainstage.

The company traces its roots back to the 1960s. Now in its 57th season, Theatre Calgary continues to evolve with the times, finding new initiatives to bring audiences back to the theatre and engaging new audiences. Diligent financial oversight and leadership of the *Theatre for All* program advanced Theatre Calgary’s journey toward sustainability amid a challenging landscape for performing arts organizations.

Theatre Calgary has also launched a new *Creative Learning* program to introduce, nurture, and train young artists in the world of theatre using a team of professional artists who support the growth, advancement, and joy of each participant. From theatre camps to field trips and artists in the classroom, the first year of the *Creative Learning* initiative was a resounding success.

Canadian-born Stafford Arima was named Artistic Director of Theatre Calgary in 2017 following a successful 20-year career in New York. Theatre Calgary is a member of the Professional Association of Canadian Theatre and operates within the jurisdiction of the Canadian Theatre Agreement. Theatre Calgary employs technicians under a collective agreement with the I.A.T.S.E.

Theatre Calgary is governed by a volunteer Board of Directors who are passionate about the arts and bring unique knowledge, skills, and networks.

For more information, visit theatrecalgary.com.

Vision and Purpose

Our Mission To stimulate audiences and artists through ambitious productions that ignite local, national, and international engagement.

Our Vision To stand with the greatest theatres in the world through impactful, diverse, and innovative programming and initiatives.

Our Values We value a welcoming, respectful, and professional environment. Trust, transparency, and accountability are inherent in our organization, both on and off the stage. We lead with kindness and rigour; together, we strive towards the goals of Theatre Calgary. Together we will climb mountains ... not foothills.

Calgary

Calgary has a young, educated, and affluent population. It has entrepreneurship in its DNA. It is a welcoming place that embraces newcomers and new ideas. It has an exciting culinary scene. Large-scale art installations and infrastructure, such as the Peace Bridge designed by Spanish architect Santiago Calatrava, and Wonderland by Jaume Plensa, have joined the Stampede as some of Calgary’s most iconic and treasured landmarks. The new Central Calgary Public Library has caught the attention of architecture aficionados globally.



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Calgary's recreational offerings compete with the best anywhere. Less than an hour away, the Rocky Mountains draw hikers, skiers, and explorers. The City has invested in bike lanes and pathways that are used year-round. Annually, the Calgary Stampede transforms the city into a western oasis for 10 days where Calgarians welcome visitors from around the world.

The Economist consistently ranks Calgary as one of the world's top 5 most livable cities. No wonder there are more sunny days in Calgary than any other Canadian centre.

Calgary is situated on the traditional territories of the Blackfoot Confederacy (Siksika, Kainai, Piikani), the Tsuut'ina, and Îyâxe Nakoda Nations, the Métis Nation (Region 3) and all people who make their homes in the Treaty 7 region of Southern Alberta.

Arts Ecosystem

Calgary boasts a vibrant arts scene. In addition to several theatre companies, it is home to the Calgary Opera, Alberta Ballet, Decidedly Jazz Danceworks, The Old Trouts Puppet Workshop. The Honens International Piano Competition is the preeminent music competition in Canada and ranks in the Top 10 globally. Calgary has a thriving festival scene, with the Calgary Folk Festival attracting thousands of patrons each summer. One hour down the Trans-Canada Highway lies Banff Centre. Calgary has three universities, the Glenbow Museum, and a host of art galleries, as well as numerous flexible performance venues.

Arts Commons lies at the heart of downtown Calgary, and is home to Theatre Calgary, Alberta Theatre Projects, Arts Commons Presents, Downstage Theatre, One Yellow Rabbit Performance Theatre, as well as the Calgary Phil. Arts Commons is embarking on a transformative upgrade that will expand capacity, be more welcoming of the public, and renew existing facilities. A few blocks away on the Stampede grounds an emerging Entertainment District beckons, including the new BMO Convention Centre. Plans for a new Events Centre, including a professional hockey arena, are well underway.

Across the street from Arts Commons, the Glenbow Museum is undergoing a spectacular transformation. And on the west end of downtown, Contemporary Calgary is embarking on a \$150M renovation. Plans are also underway for a new multidisciplinary home for the National access Arts Centre, Canada's oldest and largest disability arts organization.



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THE OPPORTUNITY – EXECUTIVE DIRECTOR

The Executive Director (“ED”) role is a strategic and impactful opportunity to co-lead one of Canada’s most dynamic and respected theatre companies. Theatre Calgary is seeking an inspiring and visionary leader to work in collaboration with Artistic Director, (“AD”), Stafford Arima, to achieve the company’s vision.

Working with the Board of Directors in a dual-reporting structure with the AD, the ED will drive a strategy that grows audiences, deepens community engagement with Theatre Calgary, and develops strong partnerships. Confronting current challenges, the ED will consider new and innovative approaches that attract audiences, subscribers, sponsors and donors.

The ED shares responsibility for the overall strategic management of the organization and is wholly responsible for providing leadership of the administrative, financial, and general operations of the company, including oversight of the Finance, Marketing and Audience Development, Fund Development, Community Engagement, and Administrative departments.

With bold aspirations for the future, together with the AD, the ED will lead Theatre Calgary to new levels of engagement with audiences and increase its impact on the lives of Calgarians.

KEY RELATIONSHIPS

- Theatre Calgary Society Board of Directors
- Theatre Calgary Endowment Foundation Board of Directors
- Artistic Director (dual report)
- Director of Finance and Administration
- Director of Development
- Director of Marketing
- Director of Media Relations
- Donors, Sponsors and Funders
- Arts Commons
- Community Partners

CORE JOB RESPONSIBILITIES

Organizational Leadership

- Support the organization in maintaining stability and continuing to execute in alignment with the Strategic Plan.
- Foster a culture of excellence, equality, diversity, inclusivity, accessibility, creativity, collaboration accountability and integrity.
- Ensure compliance with labour, occupational health and safety, and human rights standards.
- Represent Theatre Calgary with government, strategic partners, sponsors, donors, patrons and other stakeholders in the city and community.
- Manage the Arts Commons relationship including throughout the Arts Commons Transformation Project.
- Maintain transparent, collaborative relationships with the Board and Endowment Board.

Financial Oversight

- Responsible for developing an overall financial strategy for the organization in consultation with the AD and the Board that provides funding to advance the strategic plan, artistic vision, and longer-term capital projects and ensures financial sustainability.



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- Assume responsibility of the direct fiscal management of the organization within the approved budget, ensuring optimized resource utilization, and maintaining a positive financial position including the management of cash flow.
- Provide leadership to the Finance and Administration department, ensuring sound financial structures, regulatory practices and accurate reporting systems are in place including preparing the audited financial statements.
- Develop and execute financial strategies and budgets aligned with the organization's artistic vision and long-term sustainability.
- Ensure appropriate financial reporting is prepared for the review and input of the Board and committees.

Fund Development

- Provide leadership to the Development department in the creation and execution of the fundraising plan.
- Engage and leverage staff, the Board's Development Committee, and Board Members in fundraising.
- Support the Development department in establishing, managing and enhancing existing and new relationships with sponsors, donors and government agencies.

Marketing, Media Relations, Box Office and Front of House

- Develop and implement strategies to increase brand awareness of Theatre Calgary in community, both locally and beyond.
- Collaborate with the Artistic Director to lead the Marketing department in developing the Marketing Plan and creating and implementing marketing strategies.
- Work with Media Relations to ensure Theatre Calgary's value is communicated locally, nationally, and internationally.
- Support strategies to grow audiences and engage with new communities.
- Guide the Box Office in achieving sales targets and enhancing the patron experience.
- Support the Learning and Engagement staff to implement audience development and education initiatives.
- Support the organization in delivering exceptional patron experiences.



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THE CANDIDATE

This moment calls for an experienced, professional arts executive with the drive to ensure Theatre Calgary's long-term success.

We are seeking a leader with high standards who will build a culture of excellence and accountability across the organization, with particular responsibility for the non-artistic dimensions of the company.

Our next ED will have:

- Passion for theatre and a solid understanding of the business of running a theatre company. They will appreciate the transformational power of live theatre and celebrate the creative spirit.
- Executive leadership with a track record for building high-functioning teams, along with demonstrated competence in all core areas of performing arts administration (development; finance; marketing; human resources; board governance).
- Relationship-building skills to inspire and bring out the best in a team while expanding Theatre Calgary's connections in community. These skills will also enable the dual-report structure to work productively in service of the organization's mission.

We consider the following skills and attributes as essential:

- Integrity
- A passion for theatre
- Senior executive leadership experience
- Business acumen and entrepreneurial thinking
- Exceptional relationship-building skills
- Effective communications skills, including public speaking
- Self-confidence, tempered by humility
- Demonstrated ability to raise money and manage a nonprofit business
- Curiosity about and interest in Calgary audiences

If you have a compelling leadership proposition for Theatre Calgary, we look forward to hearing from you.

TO APPLY

Candidates who wish to explore this exceptional leadership opportunity in confidence should email their cover letter and résumé to:

Lachlin McKinnon, Prospector Executive Search & Consulting, at lachlin@prospectorsearch.com

Theatre Calgary is an equal-opportunity employer committed to reflecting our country's diversity. We encourage candidates of all backgrounds to apply.

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

