

Career Opportunity

EXECUTIVE DIRECTOR, BROADWAY THEATRE (SASKATOON, SK)

Location: Saskatoon, Sask., The Friends of Broadway Theatre acknowledge that the land on which we gather is Treaty 6 Territory and the traditional homeland of the Métis. We acknowledge with gratitude and respect that we have the ability to continue gathering and creating in this place.

The position

The Friends of The Broadway Theatre Inc. is looking to hire a full-time Executive Director (ED) who is passionate about arts and culture, and can build upon the Broadway Theatre's success, reputation, and growth.

The ED will provide strategic leadership and manage all aspects of the Broadway Theatre's operations and programs to ensure the Theatre and affiliated venues are effectively meeting their financial, operational, and strategic goals.

The organization:

The Friends of The Broadway Theatre Inc. (FOBT) is a registered non-profit, community-based organization that operates a 430-seat community arts and culture centre for live music, film, dance, theatre and more. The Broadway Theatre has won 15 awards locally and nationally, earning a reputation in arts and culture that extends beyond the city and country. Pre-COVID, the Theatre served over 80,000 people a year and had an annual budget approaching \$2 million.

Our Vision

To be a leader and builder of the arts within our community, and to be a leader and builder of community through the arts.

Our Mission

To educate, entertain and inspire our community through artistic, cultural and organizational leadership.

Our Values

- **Accessibility:** creating a sense of belonging through cultural, physical and social accessibility.
- **Community:** reflecting its needs and aspirations while enabling new voices and possibilities to emerge.
- **Respect:** authentic, respectful engagement with all parts of the community.

- **Creativity and Innovation:** approaching everything we do with an imaginative spirit and our minds open to new possibilities.
- **Truth and Reconciliation:** integrating, the principles, values and Calls to Action of the Commission into the Theatre's culture, programming and operations and embracing the future that they seek to create.
- **Ethical Leadership:** ethical leadership pervades all aspects of the organization.
- **Inclusiveness:** a culture of equity and openness to all members of our community.

The candidate:

FOBT is looking for an individual who can grow the organization in a manner that ensures inclusivity, financial sustainability, and quality programming that fosters community engagement. The successful candidate will:

- be a strong team leader and community partner with a high-level of commitment to the Broadway Theatre's Mission, Vision and Values, and have a passion for arts and culture
- provide collaborative leadership that motivates, inspires, and enables others to deliver on FOBT's strategic priorities
- understand the importance of EDI and reflecting the diversity of our community in our programming
- nurture existing stakeholder relationships in the community and develop new relationships to deepen community ownership and impact
- optimize operations by overseeing and executing sound financial and business practices that meet fiscal targets
- engage public attention and interest to ensure the continued support and growth of The Broadway Theatre and its affiliated venues
- lead the organization in an inclusive manner that shows value and understanding for the opinions of others
- be a strong communicator and change agent who can develop and share a clear vision for the future in a manner that garners buy-in and motivates others to deliver on that vision
- possess strong HR and management skills, business acumen, and an ability to create a healthy culture within the workplace and the organization
- enhance and add to the organization by using their strong interpersonal skills and awareness of the varying cultures within the city

Reporting to the Board of Directors (BOD), the ED will provide leadership that aligns all aspects of the operation with the organization's Mandate, Strategic Plans, and resources, in a manner that ensures financial self-sufficiency.

The FOBT is a not-for-profit organization and the ED must work successfully with a wide variety of people and organizations in various capacities (e.g., board members and committees, employees, sponsors, volunteers, governments, artists, patrons, media, booking agents, and contractors) to help the organization thrive and grow.

Qualifications

- Demonstrated passion for arts and culture

- Relevant education and/or experience in an appropriate field
- Experience in a senior leadership role
- Experience leading and supervising staff
- Experience with financial management (e.g., budgeting, forecasting, reporting)

Additional Assets

- Experience working with Boards of Directors
- Knowledge of the business of performing arts (e.g., ticketing, producing, marketing)
- Experience with grant writing, fund raising, and sponsorship
- Experience in media and public relations

Compensation

- Salary range: \$70K - \$90K
- Support for professional development
- Benefits (health, dental, employee assistance, 4% pension matching)

TO APPLY

Email your application to the Executive Director Search Committee at careers@broadwaytheatre.ca

For more information, please visit our website at [Broadway Theatre](#) or contact us by email at careers@broadwaytheatre.ca.

Apply early. Interviews will begin mid February and remain open until the position is filled.

We welcome applications from all qualified individuals and encourage applications from members of racialized groups/visible minorities, women, Indigenous persons, persons with disabilities, persons of any sexual orientation, and persons of any gender identity or gender expression. Accommodations are available for applicants with disabilities.

Successful candidates will be required to provide an acceptable Criminal Records Check with Vulnerable Sector Check and must be fully vaccinated for COVID-19 prior to their date of hire. Proof of vaccination is required.