

JOB POSTING

EXECUTIVE DIRECTOR

About the Royal and McPherson Theatres Society (RMTS)

The Royal Theatre and McPherson Playhouse are located on the ancestral and traditional territories of the lək' wəŋən peoples, known today as the Songhees, Esquimalt and WSÁNEĆ Nations.

For over four decades, the Royal and McPherson Theatres Society (RMTS) has managed the Royal Theatre and the McPherson Playhouse providing service to over 200,000 patrons annually. The RMTS is the steward of two landmark theatres in Greater Victoria and is key to the growth and development of the arts in the community. The Society manages the theatres on behalf of the buildings' municipal owners and provides up-to-date facilities and services, encourages community arts, promotes quality programming and maximizes the use of the facilities. The RMTS is focused on the preservation of the two historic assets and is primarily a rental-only facility; however, it provides a full complement of support services to its presenter clients.

The RMTS is committed to equal employment opportunity for all employees and applicants for employment and to providing employees with a safe and respectful work environment free of discrimination and harassment.

The RMTS is committed to Inclusion, Diversity, Equity, and Accessibility (IDEA). This includes creating a cohesive work environment built around collaboration and teamwork, valuing our role as an integral hub for performing arts in the region.

Vision

Our community is enriched by sustainable theatres that bring people together to share in the wonder of performance experiences.

Mission

We connect artist and audience and provide professional stewardship of valued heritage theatres.

Position Summary

The RMTS has an exciting opportunity for a collaborative and self-motivated performing arts venue professional to fulfill the role of Executive Director. Reporting to the Society's Board of Directors, the Executive Director is responsible for all aspects of the Society's mandate and oversight and direction of all organizational functions including financial management, facility management, human resources, client services, theatre bookings, technical operations, ticket sales, digital technology, marketing and customer service.

Qualifications and skills

We seek an effective leader with a minimum 10 years of progressive management and leadership experience in cultural management (4 years in senior management preferred) in a performing arts facility or major performing arts organization; a Bachelor's or Master's degree; experience in facility management, financial management, government relations, human resources, advocacy, corporate sponsorship, and capital campaigns including grant writing. An equivalent combination of education and experience will be considered.

Senior staff reporting directly to the Executive Director includes the Finance Manager, Manager of Client Services, Technical Director, Front of House Manager, Box Office Manager and Manager of Information and Digital Technologies.

The position requires strong interpersonal, leadership, analytical, and organizational skills.

Compensation & Benefits

- Salary: \$127,500 - \$150,000 annually commensurate with experience and qualifications
- Extended Health and Dental
- Short Term and Long-Term Disability
- LIFE Insurance, AD&D, Dependent Life
- Municipal Pension Plan with PensionsBC
- Paid Vacation

Please view the full role profile [here](#).

Direct all inquiries regarding this opportunity to Mandy Niddrie, Acting Executive Director at mniddrie@rmts.bc.ca

To Apply:

Please submit your **resume** and **cover letter** to: recruitment@rmts.bc.ca

The RMTS is committed to attracting, building and retaining a respectful and diverse workplace. We strive to ensure our hiring process is held in a fair, transparent, timely and open manner. All individuals regardless of gender, identity, cultural background, age or ability are encouraged to apply.

Application deadline: 3:00 pm PST, Friday October 18th, 2024.

We thank all who take the time to apply; however, only those selected for interviews will be contacted.