

Now Hiring Director of Theatre & Event Operations

Reporting to the Manager of Cultural Development, this non-union position is responsible for managing the 700 seat multipurpose main theatre and the 150 seat studio theatre, supervising theatre staff, developing and implementing a performing arts series and coordinating the rental of the theatres and ancillary spaces. As part of the Esplanade management team responsibilities will also include budget preparation and policy development.

The successful candidate will work closely with artists and community groups to ensure satisfaction, they must have the ability to manage numerous tasks simultaneously, and work irregular hours. If you have a thorough knowledge of all aspects of theatre and event operations and a passion for performing arts including music, theatre, and dance programming, you would be a great fit for this position!

Required Qualifications:

- Degree or technical diploma in the arts or management;
- A minimum of five (5) years of previous theatre and/or event operations including a minimum of two
 (2) years supervisory experience;
- ✓ Training in project management, marketing and hospitality is an asset;
- \checkmark An equivalent combination of management approved training and education may be considered.

Our organization offers a highly attractive total compensation package, including competitive salary, excellent benefits, learning & development opportunities as well as a great work environment which provides excellent opportunities for professional growth.

The City of Medicine Hat strives to achieve its vision to be a "Community of Choice"; a place where people choose to live, work and play. The Medicine Hat advantage:

- ✓ Extensive Recreational Facilities
- ✓ Low Utility Rates and Taxes
- ✓ Flourishing Cultural Community
- ✓ Family Oriented Community

Qualified candidates are invited to submit a resume to Competition #15149A Human Resources Department, City of Medicine Hat, Suite 101, 505 First Street SE, Medicine Hat T1A 0A9; fax (403) 525-8870; e-mail <u>hr@medicinehat.ca</u>.

This posting will remain open until Wednesday, May 27, 2015 at 4:30 p.m.

We thank all applicants; however only those selected for an interview will be contacted.

