

JOB OPENING: ARTISTIC DIRECTOR



ABOUT WORKING THEATER

Founded in 1985, Working Theater exists to create theater specifically *for, about, and with* working people, the community that makes up the majority of the overall metropolitan workforce. To that end, we make our productions relevant, accessible, and affordable to all regardless of geography or socio-economic status because we believe that theater should be a part of everyone's everyday culture.

ABOUT THE ROLE

Working Theater seeks an Artistic Director to join our team as part of a new shared leadership structure which will include a Managing Director and an Artistic Director who will work together with staff, board, and supporters to advance the mission of the Working Theater. This role will be best suited to a creative, committed, and flexible artistic professional with experience in new play development, theater production, and community engagement.

SHARED RESPONSIBILITIES

- Overall Mission & Vision Articulation, Championing, & Implementation

-Season and Special Event Programming, Planning, and Implementation

-Stakeholder Relations, including Community, Audience, Artists, and Funders

-Executive and Organizational Leadership

- Build and nurture a strong partnership to form a transparent and collaborative executive leadership team.
- Implement financial and organizational strategies to ensure the overall organizational health and achievement of mission.
- Guide and implement strategic organization-wide efforts in equity, diversity, inclusion, and anti-racism.
- Build on and promote cultural practices to foster an inclusive environment of excellence that attracts, retains, and empowers an engaged and skilled staff, committed board members, and passionate artists.
- Problem-solve creative or personal conflicts in productions, programs, and operations.
- Develop positive, responsive, and collaborative working relationships with the board of directors, reporting regularly on the organization's activity.
- Attend all Executive and full Board meetings as members of the leadership team, including Board Committee meetings as may sometimes be required.

JOB SPECS:

30 hrs/week salaried, exempt
\$55,000 annually
QSEHRA \$400/month
Simple IRA 3% match
Life Insurance
2 weeks PTO

Based in NYC: Hybrid remote.
Regular in-person work required,
some evening and weekends
required for programs/events.

Desired start date: June 15

TO APPLY:

» Please submit a cover letter and resume via the online form at theworkingtheater.org/work-with-us

We will review applications on a rolling basis. If you have any questions, technical difficulties, or require different access needs to complete your application, please email: jobs@theworkingtheater.org

LEARN MORE ABOUT US:

» theworkingtheater.org/mission

EQUITY COMMITMENT:

As an equal opportunity employer, we are committed to employment practices that ensure employees and applicants are provided with opportunities without regard to race, color, national origin, ancestry, sex, age, religion, physical or mental disability, medical condition, veteran status, marital status, sexual orientation, gender identity or expression, genetic information or any other factor that is not related to the position.

KEY RESPONSIBILITIES

-Artistic Vision and Producing

- Lead artistic production process, collaboration, and hiring.
- Guide, manage, and troubleshoot the production process.
- Cultivate positive artistic relationships, ensuring an inclusive and supportive working environment.
- Ongoing literary management and new play development including active solicitation of new scripts, oversight of commissioning program, and development of new work.
- Attendance and engagement in local and national theater scene.
- Oversee artistic-related expenditures and establish methods of maintaining artistic budget control.

-Community Engagement and Audience Development

- Lead the next phase of WT's Five Boroughs/One City Initiative.
- Cultivate and steward strategic community partnerships.
- Artistic oversight of direct access programs including union-commissioned plays, training & educational plays, TheaterWorks! program, and Mark Plesent Commission Fund.
 - Casting and teaching artist support
 - Dramaturgy
 - Strategic planning

-Fundraising and Donor Relations

- Engage in the organization's contributed revenue enhancement activities, coordinating with the Managing Director to cultivate and steward donors and actively take part in development and fundraising activities.
- Strategize with Administrative Leader and Marketing & Media Manager to advance earned revenue goals, and support branding, public messaging, advertising, social media, and other public communication.
- Participate in grant writing, solicitations, meetings, and cultivation meetings and events.

RELEVANT SKILLS and EXPERIENCE

- New play development, producing, and community engagement experience.
- Casting, dramaturgy, planning, and communications skills.
- Ability to take initiative and independently problem solve.
- Ability to work in a diverse and multicultural environment.
- A meaningful personal connection to theater and the stories of working people.