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**POSITION:**                    Managing Director

**REPORTS TO:**                Board of Directors

#### THE POSITION

Reporting to and collaborating with the Board of Directors, the Managing Director oversees the operational and financial success of Ballet BC by building and managing the strategic and day-to-day operations of the company. Balancing tactical operations and a long-term focus, the Managing Director leverages their deep expertise in not-for-profit leadership, business development, and financial management to successfully achieve Ballet BC's annual strategic, fundraising, and operational objectives.

Building on Ballet BC's strong brand and significant critical acclaim, the Managing Director works in partnership with Artistic Director, Medhi Walerski, to support the organizational and artistic vision for the next chapter of the organization in a new home on Vancouver's Granville Island. As a key external ambassador, the Managing Director will lead in the stewardship of current relationships and develop new opportunities with the goal of deepening donor engagement in Ballet BC's mission. Ballet BC's Managing Director is a public representative of the organization engaging with its audiences, donors, sponsors, funders, and its regional, national, and international colleagues.

The Managing Director is responsible for leading a dedicated and creative team, and provides exemplary leadership, and people development skills to develop a strong culture and a collaborative environment where administrative and creative teams work effectively together to realize the company's ongoing, evolving vision of excellence. As a team builder who values collaboration, the Managing Director will attract, retain, and inspire Ballet BC's employees within an organizational culture that prioritizes inclusivity, equity, communication, accountability, integrity and empathy.

## THE COMPANY

Combining classical integrity with a contemporary sensibility, Ballet BC is a company of 20 talented dancers from Canada and around the world that is committed to contemporary dance. Solidly grounded in the rigour and artistry of classical ballet, with an emphasis on innovation and the immediacy of the 21st century, the company presents a distinct and diverse repertoire of the most sought-after Canadian and international contemporary ballet choreography. Ballet BC continues its commitment to perform highly acclaimed productions on regional, national and international tours in addition to its regular performance season at the Queen Elizabeth Theatre in Vancouver.

The largest dance organization in British Columbia, Ballet BC is a professional contemporary ballet company located in the heart of the culturally vibrant city of Vancouver, situated on the traditional, ancestral and unceded territory of the Coast Salish peoples—Skwxwú7mesh (Squamish), Stó:lō and Səlílwətaʔ/Selilwitulh (Tsleil-Waututh) and xʷməθkʷəy̓əm (Musqueam) First Nations. Recognized as one of the world's most livable cities, Vancouver is surrounded by wild, natural beauty.

## ROLE RESPONSIBILITIES

### **Executive Duties:**

- Build and nurture an effective and collaborative working relationship with the Artistic Director, to realize the vision and the strategy of the company;
- Execute the proposed 2022 - 2026 strategic plan, in collaboration with the Board of Directors, Artistic Director and Ballet BC staff;
- Work collaboratively with the Board on governance, development, recruitment of new Board members and Board committees; and
- Serve as a key spokesperson and representative for Ballet BC.

### **Administrative and Operations Management:**

- Provide exemplary leadership and coaching for Ballet BC employees for the purposes of attracting, engaging and retaining top talent;
- Build collaborative team-based approaches to create and cultivate a positive working environment; and
- Manage the overall operations of Ballet BC's administrative office, maximizing efficiencies, communication and inter-departmental collaboration, delegating effectively, as well as supervising and mentoring administrative staff.
- Facilitate effective communication among and with staff to identify priorities and articulate expectations

- Establish and maintain strong equity, diversity, and inclusion practices, and a deep understanding, curiosity and sensitivity to Indigenous reconciliation, with a focus on partnership and collaboration.

**Fundraising:**

- Accountable to the Board for successfully achieving the annual fundraising and revenue goals of Ballet BC, through:
  - individual donations,
  - corporate support,
  - government grants,
  - ticket sales,
  - events, and
  - other revenue generating activities.
- Leads the Development team, and work closely with the Artistic Operations team to broaden and strengthen fundraising and development activities;
- Build on Ballet BC's national and international brand, and aggressively seek new avenues of support for Ballet BC;
- Leverage new and existing relationships to create new sources of revenue for the organization and to enhance the Ballet BC brand; and
- Maintain effective and mutually beneficial relationships with funding bodies at all three levels of government.

**Financial Planning and Business Management:**

- Accountable to the Board for annual and long-term planning and financial sustainability of Ballet BC;
- Oversee the organization's financial and business activities, coordinating with the Director of Finance, and the Finance and Audit Committee;
- Identify and develop new, mission-appropriate earned revenue-generating opportunities;
- In coordination with the Artistic Director, develop sustainable annual and medium term budgets for Board approval; and
- Provide regular financial reporting and analysis to the Board and to the Finance and Audit Committee, including interim financial information on dates defined in the annual Board calendar.

**QUALIFICATIONS**

The role requires an experienced business professional familiar with the not-for-profit sector, who is passionate and committed to the vision of Ballet BC. The candidate must possess strong leadership, business management, people development, and not-for-profit skill and experience. Extensive experience in developing and managing financial budgets with a

business-minded approach that demonstrates solid and creative approaches to revenue generation, ideally within an arts organization, is essential.

The successful candidate must have implemented and led progressive fundraising practices that achieved or exceeded targets, preferably within an arts organization. A track record of developing and maintaining effective relationships with significant prospective donors and partners and demonstrated success in securing major gifts as a result is highly desirable. Excellent interpersonal and communication skills are essential.

The successful candidate must demonstrate experience building and managing a team of capable and committed leaders. With a proven ability to attract, retain, develop, and engage with a diverse group of talent, the candidate has a strong ability to connect at all levels of the business to gain true insights into the challenges that an organization is facing, and is a champion of understanding the workforce, including emerging and wise practices in equity, diversity, and inclusion.

A deep knowledge of the Canadian cultural arts scene and strong relationships in the Vancouver market is preferred.

**Applications:** Please send cover letter and resume to [recruitment@balletbc.com](mailto:recruitment@balletbc.com)  
Attention: Selection Committee  
Deadline: August 31, 2022

Ballet BC is an equal opportunity employer that fosters an inclusive, equitable and accessible environment. We thank all applicants for their interest in Ballet BC; however, only chosen applicants will be contacted.