Piedmont Players Theatre, Inc. – Salisbury, NC

Position title: Managing Director

Reports to: Board of Governors

Overview of Position: The Managing Director has primary responsibility for day-to-day direction and support of the theatrical performances and productions of PPT. The Managing Director works closely with the Board of Governors, the Technical Director, the business manager and guest directors to support all aspects of theatrical performances in the Meroney and Norvell theaters. PPT is looking for a Managing Director that can help define the future strategic vision of PPT that will support a sustainable and vibrant community theater.

Overview of PPT: Piedmont Players Theatre (PPT) has been a Salisbury Institution for more than 50 years, drawing audiences, volunteers and performers from all over the state to be part of theater here in Salisbury. PPT has been recognized by the NC Theatre Conference as The Outstanding Community Theatre in North Carolina as well as being named Rowan County’s Best Theater by the Salisbury Post’s Readers Choice Awards. PPT operates 2 theatrical spaces — the historic Meroney Theater and the Norvell Theater, one of the only exclusively youth theaters in the state. PPT operates Eastern Costume Company, a full service theater costume provider located in Salisbury and has facilities suitable for hosting events such as conferences, wedding receptions, and business meetings.

Primary Responsibilities:

**Artistic Leadership**

* Responsible for theatrical productions at the Norvell and Meroney Theaters, including the following:
* Working with the Play Reading Committees and the BoG to develop a production calendar, including the selection of shows to be performed.
* Personally direct a minimum of three shows each season.
* Hire guest directors, music directors, choreographers, designers and other personnel as needed.
* Creating a production budget for each show
* Lead the strategic planning and execution for the PPT Summer Camp program and other educational initiatives.
* Oversee the creation of an annual marketing plan that highlights all aspects of PPT’s opportunities to serve the community.

**Management and Administration**

* Responsible for managing all aspects of the finances of PPT, including creating an annual budget to be presented to the Board of Governors and operating the theater within the approved budget. The Managing Director oversees and directs the business manager and is responsible for implementing prudent fiscal practices. The Managing Director works closely with the BoG Treasurer and the BoG Finance Committee to provide frequent and transparent financial reporting.
* Participate in all BoG meetings and committee meetings (as needed).
* Participate in and support PPT fundraising and public relations activities, including events such as the annual Night on the Stage.
* Identify grants and other sources of funding for PPT.
* Coordinates related activities of other PPT personnel and volunteers, include Eastern Costume Company, marketing and public relations, volunteer coordination, and facility rentals. The Managing Director direct reports may include the following:
* Business Manager
* Technical Director
* Costume Shop Manager
* Box Office coordinator

Qualifications:

* M.F.A preferred or Minimum of B.A. degree in Theatre Arts or related program.
* Minimum of 3-5 years experience directing a theater program.
* Experience working with non-profit organizations
* Demonstrated ability to think strategically
* Strong verbal and written communications skills
* Ability to navigate interpersonal and group dynamics and support a positive work environment.
* Strong commitment to diversity and inclusion
* Experience engaging with external stakeholders such as guest directors, donors, community leaders, volunteers and patrons

Position details:

* Employee type: full time.
* Position start date: August 2021
* Salary: $50,000-$60,000
* Submit resume to [jobs@piedmontplayers.com](mailto:jobs@piedmontplayers.com)
* Deadline July 9th, 2021