

# KINGS PLAYHOUSE

**GENERAL MANAGER** [Kings Playhouse](#), Georgetown PEI C0A 1L0

- Do you love the performing arts and culture scene?
- Is life in a picturesque coastal town on your bucket list?
- Does a flexible work schedule appeal to you?

If you answered yes to the above questions, then this is the position for you!

The Kings Playhouse Board of Directors is looking for a self-motivated and results-driven General Manager. You love the idea of bringing shows, events and programs to the stage and building on the 130-year tradition of a thriving performing arts & culture centre.

Kings Playhouse is a 287-seat theatre in historic Georgetown, Prince Edward Island with a mandate to enrich the lives of residents and our many visitors through art, culture, and community engagement.

We are looking for someone who is excited by the challenge of creating an annual program of shows and events and has a talent for pursuing grants and sponsorships supportive of the arts. Building donor, sponsor and stakeholder relationships are important aspects of the role.

Business acumen is key as you will be responsible for executing your annual strategic plan on budget and working closely with a volunteer board to build a successful organization serving audiences for years to come.

The successful candidate should possess excellent communication skills, ability to drive ticket sales, knowledge of all business functions, build the brand, and possess strong leadership qualities. You have a positive attitude and the ability to work a flexible schedule including weekends and evenings.

**Visit our website to learn more about the playhouse:** [www.kingsplayhouse.com](http://www.kingsplayhouse.com)

**To apply for this position:** please send your resume and cover letter (including references) by email to **Nielsen Consulting** at [hnielsenhamlin@outlook.com](mailto:hnielsenhamlin@outlook.com) with “General Manager” as the subject.

**Deadline for applications is August 7, 2023.** (Interviews held in August)

**Anticipated Start Date:** October 1 to December 1, 2023 (negotiable)

The Kings Playhouse is committed to employment equity and diversity and encourages applications from all qualified candidates, including women, people of any sexual orientation, gender identity or gender expression, Indigenous peoples, visible minorities and racialized people, people with disabilities, and all other equity deserving groups.

Thank you to all applicants however only those selected for an interview will be contacted.

<b>Salary:</b>	\$50,000 - \$60,000 a year (Based upon education, experience, expertise, and skills)
<b>Job Type:</b>	Full-time
<b>Shift &amp; Schedule:</b>	Flexible schedule that includes some evening and weekend performances.
<b>Ability to commute:</b>	Reliably commute or plan to relocate before starting work.

**Qualifications:**

- Degree or diploma in business, marketing, or equivalent work experience
- Excellent working knowledge of financial management, including online accounting tools, operational budgets & proficiency in Google Suite
- A broad understanding of marketing and advertising, including social media.
- Be a proactive problem-solver, disciplined, and take ownership of tasks.
- Be highly organized, detail-oriented while implementing both short-term and long-term strategic plans.
- Grant Writing experience
- Skilled in stakeholder relations, including media relations, public engagement, and working effectively with all levels of government.