

TheatreWorks

S I L I C O N V A L L E Y

Position Available **TheatreWorks Director of Education**

TheatreWorks, the nationally acclaimed theatre of Silicon Valley, seeks a Director of Education to oversee all aspects of the company's education programs. This is a full-time, permanent position with full benefits.

TheatreWorks, celebrating its 48th Season, is an \$8.5 million, LORT B theatre company with a special emphasis on world premieres and new play and musical development. The company produces eight mainstage productions each season that celebrate the human spirit and reflect the diversity of our community. Its education programs reach 25,000 students each year. More information about the company can be found at theatreworks.org.

Position Overview

Reporting to the Managing and Artistic Directors, the Director of Education directs the development and delivery of programs that provide a broad range of educational and community programs to help learners of all ages discover and understand the power of live theatre, tap into their own creativity, and support the development of theatre audiences of the future.

This position is responsible for:

1. Creating and managing the delivery of quality programs in theatre education that promote diversity, individual creativity, and community outreach, and that are recognized as cutting-edge and innovative by local communities. This includes strategizing education goals in relationship to the community TheatreWorks serves, curriculum and study guide development, as well as assessment and data reporting.
2. Developing and maintaining relationships and partnerships with schools and districts, arts education institutions, foundations, and donors to bring both students and resources to TheatreWorks and to identify new opportunities that support the strategic goals of the organization.
3. Managing relationships with all parts of the TheatreWorks organization to ensure the quality of education programs and productions, efficient use of resources to publicize and market programs, and the identification of new opportunities to secure funding and deliver programming.
4. Training and developing staff to effectively manage the creation and delivery of programs that meet the needs of the community and schools.
5. Building and maintaining relationships in the artistic community to attract the best talent available for teaching artist positions and ensure quality experiences for students and audiences.

6. Supervising the department staff to ensure that day-to-day activities are working effectively, ensuring staff development that will constantly improve the quality of programs, and marketing efforts that will increase attendance for programs and performances.
7. Collaborating with senior staff to target and secure new sources of funding for programs or sales of programs, and to advocate within the company for the education goals as they pertain to the mission and goals of the theatre.
8. Developing and managing department budgets while planning to ensure that income and expense goals are reached, and providing ongoing status reports toward meeting strategic objectives, and recommending mid course corrections as necessary.

Experience

1. A significant background in arts education, theatre, and core curriculum programming.
2. A demonstrated ability to manage a team, including hiring and training.

TheatreWorks is an equal opportunity employer. Competitive compensation offered. Position available until filled.

To Apply:

Please send a cover letter and resume to:

Director of Education Search, TheatreWorks
PO Box 50458
Palo Alto, CA 94303-0458

Or email search@theatreworks.org

2/20/2018