

## GREENBRIER VALLEY THEATRE ARTISTIC DIRECTOR JOB PROFILE

[GVTHEATRE.ORG](http://GVTHEATRE.ORG)

Greenbrier Valley Theatre (GVT), The State Professional Theatre of West Virginia, invites qualified candidates to apply for an executive leadership role as it enters in the 57<sup>th</sup> season of operation. The Producing Artistic Director will work alongside a committed staff and Board of Trustees to promote the mission of creating live, professional quality theatre in West Virginia and through theatre to enlighten, enrich and enliven the life of our Region. Along with pursuing opportunities for sustainability and growth while ushering in the next era of GVT.

The Producing Artistic Director of GVT manages all aspects of the business, artistic life, and organizational functions for the theatre through the Board of Trustees. More specifically the position entails:

- Managing the theatre's budget and dealing with the relevant funding entities (donors, grants, government relations, sponsorships, foundations, and trusts)
- Curating and developing of the theatre's programming
- In conjunction with the Production Manager and staff, setting and overseeing the production schedule for the season
- Hiring staff, artists, performers, actors, stage managers, designers
- Direct supervision of all other employees of the theatre

Now celebrating its 57<sup>th</sup> season, GVT, is a mainstay and theatre destination located in Lewisburg, WV. The arts organization has been further recognized as a "West Virginia Jewel of the Hills," awarded the Living the Dream Service Organization Honor Roll by The Martin Luther King, Jr. Holiday Commission, and is a multi-year recipient of Non-Profit Business of the Year. GVT boasts a robust series of year-round programming and educational offerings with the goal to enlighten, enrich, and enliven throughout the region.

Picturesque. Vibrant. Artsy. Historic. Friendly. Lewisburg, WV is a surprisingly cosmopolitan town of 4000. Whether it's "America's Coolest Small Town" (Frommer's Budget Travel Magazine), or one of "The 100 Best Small Arts Towns in America" (Americans for the Arts), Lewisburg often appears on must-see lists for travelers and is considered the "Arts Hub" of WV. There's always something going on in this active community.

The Producing Artistic Director will be the representative for GVT's mission and programs. Furthermore, they will cultivate strong community-based relationships, participate in the arts culture of the State of West Virginia, and work with various professional organizations as an advocate for the arts on a national level.

### **Job Responsibilities**

- Serve as ex-officio member of the Board of Directors.
- Serve on Board committees: Long Range Planning, Executive, Administrative, Property Management, Nominating, Strategic Planning and Development.
- Select season; negotiate contracts with AEA, artists, playwrights, and royalty companies.
- Cast all show except youth shows
- Develop new programs.
- Lead the theatre in achieving long-term goals.

- Negotiate contracts on behalf of GVT.
- Plan and budget theatre's capital improvements
- Lead staff in planning operating budget
- Articulate goals of GVT and provide leadership toward those goals.
- Guide GVT's profile in the artistic community and in the local community.
- Oversee the rehearsal processes for all shows and maintain the continued artistic integrity of the company.
- Continue to improve audience engagement and development

### **Job Qualifications**

- MFA in field
- 5 years experience of leadership
- Member of Actor's Equity
- Member of SDC
- Supervisory experience
- Experience with nonprofit financial statements and budget management
- Demonstrated success in fundraising and grant management
- Ability to effectively communicate with a diverse community

### **Compensation**

- Position Type: Full-Time, Year-Round, Salaried, Exempt
- Annual Salary: \$50,00 - \$60,000
- Benefits: Paid Vacation, Retirement contribution, Sick and Personal Leave

### **Application**

Please send a cover letter, resume, and contact information (email and phone) for three references in a single PDF document to [gvt4search@gmail.com](mailto:gvt4search@gmail.com) c/o Board of Trustees PAD Search Committee

For full consideration, candidate materials should be received by December 31, 2023. The ideal start for the incoming PAD is early 2024. All applications will be confidential, and references will not be called without the knowledge and consent of the applicant.