



Columbus Children's Theatre

EXECUTIVE DIRECTOR

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About Columbus Children's Theatre

OUR VISION

Columbus Children's Theatre (CCT) will be known as the leading theatre organization for young people in Ohio and recognized throughout the entire Midwest. CCT live theatre and theatre education programming will be innovative and leading edge – paving new avenues that advance children's theatre and engage today's youth. CCT will pursue creative partnerships that allow children of all abilities and backgrounds the opportunity to participate in and benefit from CCT programming.

CCT will be housed in state-of-the-art facilities that set the standard for children's theatre technology and design.

CCT will be viewed as an integral part of the Columbus community and generously supported, maintaining our long-term sustainability.

OUR MISSION

To inspire, enrich, and empower the imaginations of children and their families through live theatre and theatre education.

WHAT WE DO

CCT reaches over 100,000 young people and their families each year through three core programs: The Performance Series, The Professional Touring Company, and The Academy. The Performance Series of shows provides families an exceptional bonding experience through a variety of plays and musicals such as Pinkalicious, Cinderella, and The Wizard of Oz. CCT currently produces 8 – 10 shows each year reaching 25,000 children and their families. The Professional Touring Company is a group of four actors who travel throughout Ohio bringing live theatre and theatre workshops to over 85,000 schoolchildren each year. The Academy trains about 1,400 children annually, offering myriad classes, camps, and workshops year-round for ages 3 – 18.

ABOUT THE POSITION

The Executive Director (ED) of CCT will be a strong and dynamic leader with a passion for the arts and the impact of arts on the lives of children and the community. The leader will guide the development of a vision and strategy for the organization's long-term growth and will provide strong leadership for the board, staff, and the community.

The new Executive Director will be:

A leader who combines business acumen, strong management skills, and a passion for the impact of theatre on people's lives; Charismatic executive with the ability to establish strong relationships with parents, the board, staff, community leaders, and funders; Effective in generating earned revenue and philanthropic support; and Dedicated to excellence in programming and operations and driven to achieve CCT's vision and mission.

POSITION SUMMARY

The Executive Director (ED) is responsible for managing the human and financial resources of CCT in order to achieve CCT's mission and vision of being the leading theatre organization for young people in Ohio and recognized throughout the entire Midwest. The ED has the following key areas of responsibility.

Strategy

- Direct the development of strategy to achieve the theatre's vision. Lead the development and implementation of a strategic plan and annual operating plan that supports the goals and objectives of the organization.
- Ensure coordination and alignment of all activities to the mission and give strategic direction to the board and staff.

- Drive expansion strategies to meet the needs of current and new programming and facilities expansion.

Leadership and Management

- Provide leadership to ensure all teams are aligned and collaborate to achieve CCT goals.
- Manage staff including hiring, motivating, and managing team performance.

Board and External Relations

- Serve as a passionate and professional “face” to the community. Establish and build relationships with top leaders in the community, and with donors, volunteers, arts organizations, public and government agencies.
- Advise the board on matters within the ED’s scope of responsibilities to promote the efficient operation of CCT; advise on board development practices.
- Provide direction to the board and its key committees regarding strategy, policy formulation, and interpretation.
- Represent CCT on local, state, and regional boards and commissions.

Resource Development

- Promote a culture of philanthropy throughout the organization including both board and staff.
- Oversee the planning, development, and implementation of a fund development program, including a capital campaign. Generate individual donor, foundation, and corporate support.
- Partner with the board and development committee to achieve fundraising goals.

Operations and Artistic Oversight

- Oversee organization operations to ensure quality, timely, and effective delivery of mission-driven programs and services.
- Analyze situations and data to make decisions that advance the organization.
- Ensure compliance with applicable laws, regulations, funding requirements, policies, and procedures.

Budget and Finance

- Oversee the organization's financial planning, budgeting, and expense management.
- Mitigate financial risks with advice of business manager and finance committee.
- Negotiate contracts and ensure that the organization's resources are accounted for and allocated in a manner that best supports CCT goals.
- Position Competencies, Skills, and Qualifications
- To successfully lead CCT in achieving its immediate and long-term objectives, the ideal candidate will possess the functional and technical knowledge as well as a set of strong behavioral competencies and attributes that are described below.

Functional/Technical Knowledge and Skills

- Knowledge of arts programming and services and an understanding of CCT's role as a leader in the arts community
- Budgeting and financial principles and skills
- Knowledge of and experience in fund development strategies and techniques
- Technology skills, including standard office technology and social media

Behavioral Competencies and Attributes

- Passion for the mission; ability to lead with vision
- Extremely strong strategic thinking and planning skills with the ability to establish both short-term and long-term strategies and plans for achieving organization goals
- Strong business acumen and customer service orientation
- Very strong interpersonal skills with the ability to be persuasive with a variety of constituents including parents, community leaders, funders, and staff
- Strong listening and negotiation skills are critical
- Very effective communication skills (i.e., verbal, written, presentation) are essential
- Organization and planning skills are necessary to develop and implement the plans
- Ability to work independently and be self-directed while also being highly collaborative with constituents. Ability to establish priorities, goals, and timelines

- High-level and effective problem-solving and decision-making abilities
- Orientation toward action and results and strong command skills
- Fair and thoughtful approach to management, combined with the flexibility and courage to shift direction and experiment with new initiatives
- Ethics and integrity in all activities inside and external to the organization
- High energy level

Qualification Requirements:

- A Bachelor degree in Business, Nonprofit Management, or related fields
- Significant experience (5+ years) in the leadership and management of organizations of comparable size and mission. Alternatively, substantial experience, with progressive leadership practice, working in the nonprofit sector, and interacting with volunteers and boards
- Experience in developing and maintaining sound financial practices
Experience in building revenue and increasing philanthropic support including grant preparation

DESIRABLE

- Experience in the arts sector and/or with arts organizations
- Experience with children serving organizations

Application Process:

To apply, please send cover letter and resume to: HR@benefactorgroup.com

For inquiries, please contact Ron Guisinger ron@benefactorgroup.com.

Candidates are urged to visit the Columbus Children's Theatre website: columbuschildrenstheatre.org.

Columbus Children's Theatre is an equal opportunity employer.

About Columbus, Ohio:

Columbus is Ohio's capital and the state's largest city, with two million people in the metropolitan area. A vibrant place to call home, Columbus has acclaimed performing and visual arts organizations, entertainment, and shopping for all ages, plentiful educational opportunities, collegiate and professional sports, and a variety of inviting neighborhoods.

Central Ohio also boasts the Columbus Zoo and Aquarium, voted the favorite zoo of America by USA Travel Guide; COSI Columbus, the number one science center in the country for families according to Parents magazine; the nation's most highly rated public library system; recently recognized by Money Magazine as one of the Best Big Cities in America; and recognized as a Smart City with the award of \$50 million to modernize its transportation system.

The region has some of the top public schools in Ohio, as well as a number of independent and parochial schools. In addition to The Ohio State University, the area is home to private institutions of higher learning such as Capital University, Otterbein University, Ohio Dominican University, Ohio Wesleyan University, Denison University, Ashland University, Pontifical College Josephinum, Trinity Lutheran Seminary, and the Methodist Theological School in Ohio.

Columbus has active urban neighborhoods—such as German Village, the Short North Arts District, Olde Towne East, Victorian Village, and Clintonville—with unique housing, galleries and exhibition space, and shopping. The city includes many architectural landmarks, both historic and modern. And the metropolitan region has established and growing suburbs with many options for primary and secondary education and a wide variety of housing stock and a marvelous metro park system.

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