



## **JOB POSTING - February 12, 2020.**

### **Story Theatre seeks an Education and Outreach Manager!**

For nearly 40 years, Story Theatre has been inspiring imaginations and encouraging literacy by creating and touring theatrical productions for children inspired by classic literature, fairy tales, and fables. The company commissions new plays written by emerging Canadian playwrights with vibrant perspectives. Although we are located in Victoria, BC, more than 70% of our performances occur in small towns and rural villages. We tour our work across BC, Canada, and sometimes Internationally with an understanding that access to the arts is intrinsic to a quality education. Story is part of each of us and we are all a part of the show.

Story Theatre is committed to working with emerging artists and administrators on developing and expanding their Artistic Practices and giving them a professional experience at the beginning of their theatrical careers. Since 1981, the company has developed a reputation for the highest Artistic Standards in its performances and is nationally recognized as a leader in the world of Theatre for Young Audiences.

Year-round, our staff will be a humble team of three that work from a shared office space in Fernwood. The successful applicant will report primarily to the General Manager and work in collaboration with the Communications Coordinator.

Story Theatre believes in diverse representation on and off stage, and in our programming. We believe that a person's identity, ability, cultural, and ethnic background informs, and does not limit, what they bring to a role and/or position. We are committed to an inclusive and respectful work environment and encourage qualified candidates of any identity to apply.

### **About the Position:**

#### **Education & Outreach Manager -**

The Education and Outreach Manager is chiefly responsible for the creation of educational content, outreach activities, and the training and supervision of any educational personnel. They foster vibrant relationships with schools and coordinate with the Company's partners to plan and

book tours of performances or workshops. Excellent classroom leadership and engaging front of house or event skills are required.

**RESPONSIBILITY:**

- Research, create, and champion all educational content and resources for the Company
- Compile high-quality Teacher's Guides, an educational companion to each production
- Create curriculum appropriate pre-show activities
- Create and offer a Professional Development Workshop Series for public educators
- Hire and oversee all teaching artists and educational personnel
- Train teaching artists and educational personnel in health & safety protocols, classroom management, and lesson plans
- Participate in strategic planning, policy writing, and season planning
- Oversee tour coordination and scheduling
- Conduct all outreach activities, including some classroom teaching
- Foster vibrant relationships with schools and community partners
- Participate in some grant writing and fundraising

**QUALIFICATIONS:**

- 5+ years of professional teaching experience
- Strong writing, research, and organizational skills
- Strong relationship-building and networking skills
- A clear understanding of the Provincial curriculum guides
- Post-secondary degree or the equivalent professional experience/training

Permanent Part-time: \$18-21/hr for 20-25hrs/weekly

Anticipated Start Date: March 23rd (or as negotiated)

Please send a resume and cover letter to the attention of Erica Petty, General Manager. Select candidates only will be contacted to arrange an interview. A writing exercise will also be required pre-interview.

Applications close March 12, 2020 at 5pm