

## **ORGANIZATION**

### **About Us**

Breckenridge Backstage Theatre (BBT) is committed to providing a professional and inclusive theatre experience for Breckenridge and the Summit County community. As the oldest year-round theatre company on Colorado's Western Slope, BBT is proud to continue to be the home of professional theatre in Breckenridge. Over its nearly five decades, the organization has expanded offerings through professional theater productions and education programs for Summit County children and youth, such as KidsPlay and the Student Theatrical Enrichment Program (STEP). In addition, BBT has stayed true to its roots by directly engaging residents in the theatre-making experience through 1-2 community theatre productions annually. In 2015, the newly renovated 137-seat Breckenridge Theatre, located in the Breckenridge Arts District, became the company's new artistic home. BBT also produces 2 productions annually in the nearby 750-seat Riverwalk Center, located along the Blue River in downtown Breckenridge.

### **Mission Statement**

To enrich, educate and entertain Summit County residents and visitors of all ages through high-quality professional theatre, community theatre and meaningful learning through the arts.

### **Core Values**

#### Our Place

BBT strives to be an artistic home for all members of our community. Whether enjoying a professional production, taking a theatre workshop or stepping on stage for the very first time, BBT is a space for everyone to experience the joy of live theatre. We pledge to continue to provide accessible arts experiences to the residents of our community.

#### A Home for Creativity & Learning

BBT believes in nurturing children and youth through the arts. Whether a young person is destined for Broadway or Main Street, theatre training and theatre experiences can help support them on their journey. BBT will provide quality arts education opportunities to the Summit County community.

#### Diversity, Equity & Inclusion

BBT is dedicated to providing a diverse, equitable and inclusive space where every member of the BBT community feels valued and respected regardless of gender, age, race, ethnicity, national origin, sexual orientation, gender identity, education, or ability.

#### A Celebration of Art & Artists

We gratefully acknowledge that the heart and soul of this organization are the artists from Summit County, Denver and beyond. BBT will make bold artistic choices to bring a diverse season to our patrons. We will work as partners with local, regional and national artists to provide the highest quality arts experience for our audiences.

### Responsible Mission-Focused Business

BBT is committed to accountability, transparency and responsible business practices. By maintaining a financially strong business we will ensure the legacy of BBT continues to serve our community for years to come.

## **COMMUNITY**

Originally a mining town in the 19<sup>th</sup> and early 20<sup>th</sup> century, ski trails were first cut in 1961 transforming Breckenridge, CO from a small rural community into a world-class destination for skiing, snowboarding and other winter activities. Summer in Breckenridge attracts outdoor enthusiasts with hiking trails, wildflowers, fly-fishing, mountain biking, nearby Lake Dillon for boating, whitewater rafting, and many shops and restaurants up and down Main Street. The historic buildings along Main Street with their clapboard and log exteriors add to the charm of the town. Breckenridge has approximately 5,000 year-round residents (2020 Census), although thousands of additional visitors and part-time residents make up a vibrant part of the community. Located a short 90-minute drive to Denver, Breckenridge provides a breathtaking retreat with easy access to Denver's culture, amenities, and events.

Beyond outdoor recreation, Breckenridge is well known as a hub for the arts. In 2017, Breckenridge earned the top ranking for small towns on the Arts Vibrancy Index (National Center for Arts Research). In addition to high-quality theatre, Breckenridge boasts a number of arts and cultural festivals year-round and organizations like Breckenridge Creative Arts, Breck Film and the National Repertory Orchestra. Live performances and the visual arts compliment and collaborate with outdoor activities year-round and celebrate Breckenridge's special mountain town culture. Local theatre audiences reflect the unique demographics of Summit County through a mix of local residents, second-home owners and visitors.

## **POSITION SUMMARY**

Reporting to the Board of Directors, the Producing Artistic Director (PAD) will be a visionary leader, consummate fundraiser, deft relationship manager, and confident business administrator. They will be responsible for engaging theater patrons, philanthropic supporters, civic leaders and elected officials, artists and community members, and other stakeholders. Comfortable and secure in their artistic abilities and artistic integrity, the PAD will make bold creative choices and lead the organization in shaping a balanced season based on the interests and needs of the people of Breckenridge and Summit County. They will rebuild the BBT staff and artistic season to succeed in a post-COVID world, with emphasis on artist and patron safety and responding to new audience trends and concerns. The PAD will expand the pool of professional artists that contribute to BBT productions, nurture new education programming to better serve area youth, and explore diversity, equity and access initiatives that are embedded within the organization's mission and core values. They will foster an inclusive environment of excellence, where transparency and accountability build trust among the Board, staff, artists, and community. The PAD's primary focus will be the artistic, organizational, and relational management of the theatre. They will collaborate with the Board, staff and artistic partners and carefully evaluate the effectiveness and practicality of new methods and systems.

## ROLES AND RESPONSIBILITIES

### Strategic Leadership and Artistic Vision

- Provide visionary and thoughtful leadership that inspires staff, Board, and external stakeholders to participate in a vibrant and exciting future for BBT.
- Lead with a collaborative management style, creating a climate of respectful inquiry and trust.
- Produce an annual season of professional productions, education programs and community theatre opportunities.
- Identify and hire actors, directors, designers, and other artists for all artistic projects.
- Direct theatrical productions and education programs annually, as appropriate.
- Engage and motivate Board members, leverage their skills and networks, and collaborate with Board leadership on strengthening Board governance.
- Leverage a broad knowledge of theatrical productions and styles, including American and international masterworks, new works, classic repertoire, musical theatre, and contemporary commercial works, to facilitate a comprehensive, inspiring, and appealing artistic landscape.
- Intentionally seek opportunities for artistic projects that expand the voices, perspectives, and ideas that reflect and amplify Colorado's cultural diversity and heritage.
- Promote an artistic environment centered on diversity, innovation, and excellence.
- Lead strategic thinking and long-range planning, in collaboration with the Board and staff, and ensure progress towards BBT's strategic priorities.
- Embrace the principals of equity, diversity, inclusion, and access to ensure an artistic and organization culture that respects and values different perspectives.
- Advocate for artists, arts education, and arts access throughout Summit County and Colorado.

### Revenue Development and External Communications

- Serve as the organization's lead fundraiser, cultivate and nurture relationships with individual and institutional funders, and expand the network of supporters to realize the organization's mission.
- Inspire and increase fundraising strategies and initiatives for BBT as an enthusiastic fundraiser with an artistic vision to speak compellingly to current and potential donors and Board members.
- Collaborate with the Board and staff to implement a robust portfolio of contributed revenue, cultivate current and future individual and foundation donors, and identify and secure gifts, grants, and sponsorships from corporations.
- Conceive and implement the development strategies and tactics that support the BBT's creative and financial growth and sustainability.
- Manage BBT development staff and any contracted development or marketing support.
- Bring an entrepreneurial approach to marketing and communication strategies that maximizes earned revenue.
- Guide and support all marketing and communications plans to build the organization's brand and identity and to enhance audience growth and engagement.
- Drive the marketing strategy to maximize earned revenue opportunities, partnerships and sponsorships, and additional entrepreneurial approaches.

## Organizational Management and Fiscal Oversight

- Creatively and strategically rebuild the forward-looking operations of BBT in a post-pandemic world, including rebuilding the staff and engaging with audiences whose behaviors and expectations may have changed as a result of the physical, social, political, and civic changes of COVID-19.
- Maintain the flow of information between the Board and the organization by providing timely access to accurate and updated information on finances, policies, key performance indicators, cultural trends, and relevant issues to help Board members reach decisions that advance the organization's mission.
- Partner with the Board to recruit, cultivate, and onboard new members.
- Collaborate with the company's Bookkeeper and Board Treasurer to maintain effective financial management and oversight, with a strong understanding of the operating budget, fundraising plans, cash flow, and balance sheet.
- Provide day-to-day management and mentorship to the staff, establish performance standards and workplans, and encourage professional development for everyone associated with BBT, including staff, artists, and the Board.
- Foster a safe and welcoming work environment that values creativity, personal accountability, transparency, and mutual respect.
- Guide and oversee the staff in human resource policies and procedures and other internal organizational management practices to foster a balanced, secure, and well-run organization.

## TRAITS AND CHARACTERISTICS

The Producing Artistic Director (PAD) will exhibit trust, integrity, and transparency and will lead by example with a passion for the organization's mission and live theatre. The PAD will be a skillful and innovative artist with the ability to build and lead artistic teams. They will demonstrate versatility and adaptability to various situations and will be comfortable with change. This individual will possess a commitment to collaborative leadership and a desire to foster the growth and improvement of staff and volunteers. A savvy communicator, they will be adept at understanding cultural and organizational issues and operate with a mix of business acumen and social grace.

Other key competencies include:

- **Diplomacy and Interpersonal Skills** – The capacity to listen effectively and understand different perspectives, handle difficult issues with sensitivity and respect, and communicate effectively with people across hierarchical and functional borders.
- **Personal Accountability and Teamwork** – The willingness to self-evaluate, learn from mistakes, and accept responsibility for actions and decisions while working towards consensus, sharing responsibility for successes and failures, and recognizing team members' contributions to success.
- **Audience and Stakeholder Focus** – The motivation to anticipate community needs, proactively learn about others to better engage stakeholders on every level and respond clearly and courteously to resolve stakeholder concerns.
- **Creativity and Innovation** – The aptitude to create new approaches, designs, processes, and systems to achieve the desired result.

## **QUALIFICATIONS**

Qualified applicants will have management experience with a performing arts organization, stage director expertise and knowledge of theatre artists. Candidates will show a commitment to inclusive storytelling and collaboration as a means of building community and encouraging mutual understanding. A successful track record of artistic leadership, decision making, fundraising, and audience growth is necessary. The ideal candidate will possess a deep appreciation for small towns and rural communities, and the role that an anchor theatre can play in a community like Breckenridge.

## **COMPENSATION AND BENEFITS**

Breckenridge Backstage Theatre provides a competitive and equitable compensation package in the range of \$70,000 to \$85,000, with benefits that include flexible paid time off and health insurance reimbursement.

## **EQUAL OPPORTUNITY EMPLOYMENT STATEMENT**

Breckenridge Backstage Theatre (BBT) is committed to having diverse voices in our organization and coalitions. We seek collaboration with those who bring a range of perspectives, skills, and experiences to the work of advancing our mission. We strongly encourage and seek applications from BIPOC (Black people Indigenous peoples, and People of Color), people with disabilities, women, men, non-binary individuals, bilingual and/or bicultural individuals, immigrants, veterans, and queer/LGBT+ individuals. BBT is an equal opportunity employer.

## **APPLICATIONS AND INQUIRIES**

To submit a cover letter and resume with a summary of demonstrable accomplishments (electronic submissions preferred), please email [search@backstagetheatre.org](mailto:search@backstagetheatre.org). For questions or general inquiries about this job opportunity, please contact:

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