

## EXECUTIVE DIRECTOR

### **Purpose of the role:**

To work alongside the Artistic Director to take responsibility for the legal and financial wellbeing of the company, the work it produces and its staff. Accountable to the Artistic Director and the Board this person must ensure that the right balance is achieved between a programme of work and prudent financial management.

### **Key elements of the post:**

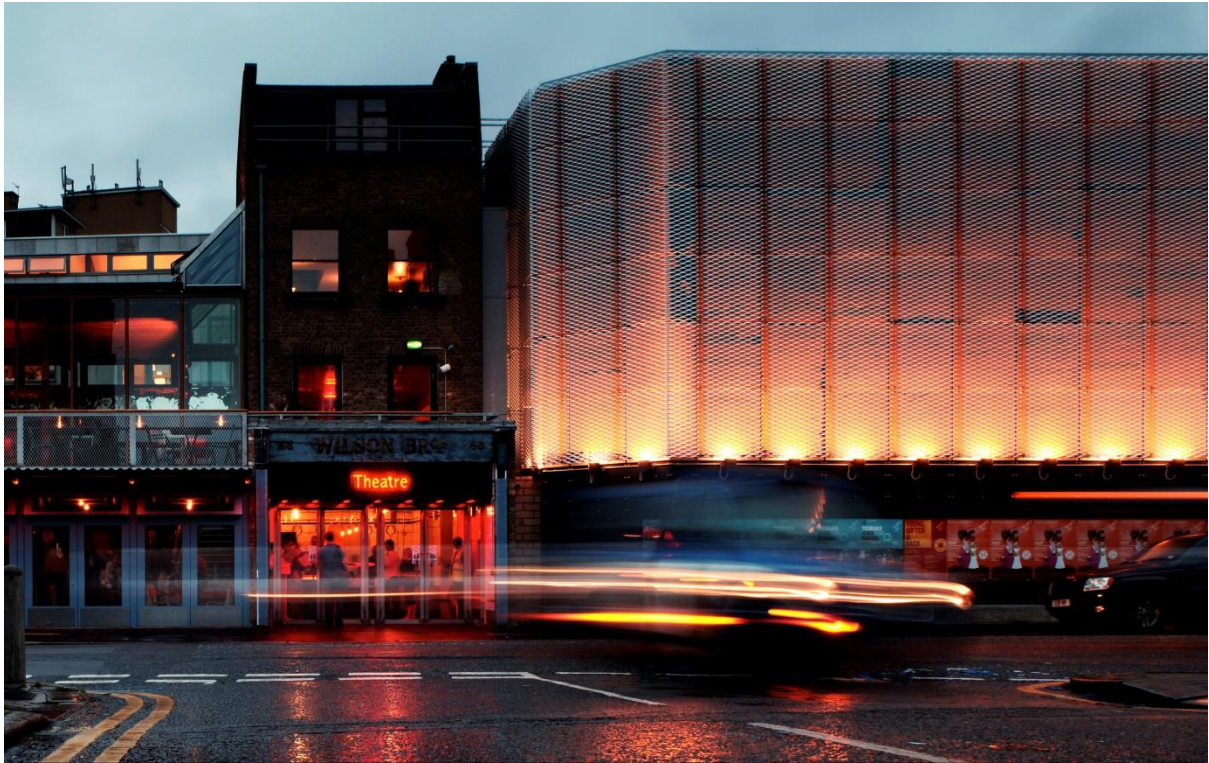
- Alongside the Artistic Director, leading on the appointment and management of all staff.
- With the Artistic Director as appropriate, produce shows across the theatre.
- With the Artistic Director, presenting to the Board clear budgets for each financial year, and ensuring that the company operates within such agreed budgets.
- Attending board meetings to present updates on company and staff matters, to give progress reports on financial performance and ensure that all statutory matters are dealt with appropriately.
- Leadership of the finance and all other administrative functions of the company.
- Playing a key role in maximising fundraising income from statutory and non-statutory sources to support the capital and revenue needs of the company.
- With the Artistic Director developing visiting company and co-production opportunities.
- Ensuring that the artistic work across all spaces is properly resourced within the confines of the annual budget and developing co-production deals where appropriate.
- The efficient management of all of the Young Vic's trading activities, including the relationship with the tenant of The Cut Bar and the promotion of high standards of customer care.
- Representing the Young Vic at general meetings of SOLT, LTC and other industry bodies.
- Leading on relations with trade unions.
- Ensuring that the company has appropriate and fully developed policies, including; Dignity at Work, Safeguarding, Health and Safety and others as appropriate around the needs of the Company.

**Person Specification:**

The successful candidate will ideally bring all of the following qualities:

- Experience within the theatre world in a senior management position.
- Demonstrable team building and people management skills.
- Strong financial skills and understanding.
- The ability to communicate with various stakeholders.
- Excellent organisational and administrative skills.
- Executive producing skills on in house and touring shows as well as West End transfers.
- Experience of strategic management including the setting of and operating within budgets, project and resource management.
- The ability to work well under pressure and successfully manage a number of strands of work simultaneously.
- A commitment to diversity in all its aspects.
- An awareness of the major social, financial and political issues facing the Young Vic and British theatre, in general.
- Previous experience in a similar role in theatre is preferable.

## About the Young Vic



Based on The Cut in Waterloo, we produce new plays, classics, musicals, adaptations of books, short films, and more. We attract large and complex audiences, we win major awards, we have deep connections in our neighbourhoods and we take shows to the West End and New York. Recent shows transferred include *Yerma*, *A View from the Bridge*, *A Streetcar Named Desire* and *Cat on a Hot Tin Roof*.

## Working at the Young Vic

Working at the Young Vic is rewarding, challenging and enjoyable. We encourage new staff from different backgrounds with different experiences, skills and stories to join us and influence and develop our working practice.

Our staff get to work in a creative atmosphere with a top team who share the determination to achieve as much as we possibly can. As a busy theatre with three performance spaces and a multitude of projects at different stages of development, every working day is different.

We need a range of skills from administration and finance as well as more specialised skills of artists, actors and technicians.

We want each person who works with us to be the best they possibly can be at their jobs and we provide training to help achieve this. We want our staff to realise their potential and develop new skills in order that the theatre can flourish and achieve the highest standards with a skilled and imaginative team in place.

## About the Artistic Director

**Kwame Kwei-Armah**, born in 1967, is the outgoing Artistic Director of Baltimore Center Stage where he has directed: *Jazz*, *Marley*, *One Night in Miami*, *Amadeus*, *Dance of the holy ghosts*, *The Mountaintop*; *An Enemy of the People*, *The Whipping Man* and *Things of Dry Hours*. Other work as a director includes: *Twelve Night*, *Comedy of Errors*, *Much Ado About Nothing*, *Detroit'67* (Public Theatre, New York), *The Liquid Plain* (Signature Theatre, New York and Oregon Shakespeare Festival), *Porgy and Bess* (Baltimore Symphony Orchestra) the Olivier nominated *One night in Miami* for Best New Play 2016 (Donmar Warehouse) and *One Love* (Birmingham Repertory Theatre).

As a playwright his credits include: *One Love* (Birmingham Repertory Theatre), *Beneatha's Place* (Baltimore Center Stage) *Elmina's Kitchen*, *Fix Up*, *Statement of Regret* (National Theatre) *Let There Be Love* and *Seize the Day* (Tricycle Theatre).

Kwame was Artistic Director for the *Festival of Black Arts and Culture*, Senegal, in 2010. He conceived and directed the opening ceremony at Senghor National stadium. He was an Associate Director of the Donmar Warehouse and has served on the boards of the National Theatre, Tricycle Theatre, and Theatre Communications Group. Kwame was the Chancellor of the University of the Arts London from 2010 to 2015, and in 2012 was awarded an OBE for Services to Drama.

In 2012, 2013 and 2014 Kwame was named Best Director in City Paper's Best of Baltimore Awards and in 2015 was nominated for the prestigious Stage Directors and Choreographers Zelda Fichandler Award for Best Regional Artistic Director. In 2016 he was awarded the Urban Visionary Award alongside House Representative Elijah Cummings by the Center for Urban Families for his work in the Baltimore community.