

## Manager, Performing Arts

This is a permanent full time position in Calgary, AB and allows flexibility to work on-site and remotely. Starts January 4, 2022.

### Who We Are

The National accessArts Centre is a fun, fast-paced, dynamic work environment where all collaborate to provide artistic training, creation, exhibition, and presentations opportunities for artists with disabilities. As a creativity hub for artists living with disabilities, so often limited in their opportunities and choices, we blur the lines between professional artists, disabled artists, entrepreneurs, innovators, and storytellers by sharing their work internationally and re-shaping how the world views and appreciates their talents and place in our communities.

### Who You Are and What You Will Do

Ideally, the MPA is a “go-getter,” ideating and executing on projects that lead to exciting opportunities for our artists as well as audiences across Calgary and beyond. Balancing time and priorities, while building out ambitious programming in support of the organization’s growth, will be key traits that will define the MPA’s success – and will undoubtedly lead to further growth and advancement opportunities for the incumbent as our inaugural performing arts programming meets its goals and engenders the support of artists and audiences alike

The Manager, Performing Arts (MPA) will be a central figure in the evolution and success of the National accessArts Centre (NaAC). Reporting to the Director, Artist and Program Development (DAPD), and working closely with the CEO, the MPA will be the staff lead in developing and executing performing arts programming for the NaAC’s roster of artists living with disabilities, locally and across Canada. This role works across the main business functions of the organization – administration, marketing, fundraising, operations, and artist services – to ensure alignment between the NaAC’s performing arts programming and strategic plan, Reset. Refocus. Reimagine.

With guidance and input from the DAPD, the MPA will develop and deliver performing arts programs that will demonstrate meaningful outcomes that aim to advance the artistic practice of each of our artists. The MPA will also lead and work in close conjunction with the Coordinator, Projects to source funding opportunities, sponsorships, and grants that will provide needed capacity in the execution of these programs.

### SPECIFIC ACCOUNTABILITIES

Key Deliverables:

#### *Program Strategy + Plan 40%*

Guided by the NaAC strategic plan, Reset. Refocus. Reimagine., and under the creative oversight, collaboration, and direction of the DAPD, the MPA will develop an annual program strategy and plan that aligns with the strategic plan’s pillars and organizational compass. The program will focus on supporting all of the four organizational pillars of artistic training, creation, presenting, and sharing – directed at both the NaAC collective of participating artists but also abroad using digital platforms.

#### *Program Execution 50%*

Working in close conjunction with the CEO and DAPD, the MPA will develop program frameworks that will utilize existing NaAC resources but also identify key partners and contract staff (e.g., faculty) who will help with the execution of performing arts programming.

The MPA will be required to work closely with the CEO, DAPD, and other relevant staff to ensure the right financial, marketing, and human resources are sought after and in place to effectively execute programs. For example:

Working with the Coordinator, Artist Services, to ensure smooth program registration and scheduling requirements.

Working with the Coordinator, Projects, to identify and apply for funding and sponsorship opportunities, and develop/execute program-specific marketing and communications strategies.

#### *Program Evaluation 5%*

Working in close conjunction with the DAPD and other relevant staff, the MPA will ensure that programs evolve and adapt to participant and faculty feedback.

### *Mentorship + Leadership 5%*

Successful performance management (with guidance from Manager, Operations) and mentorship of contract staff, faculty, and practicums.

#### Specific Responsibilities:

- Oversee contractor staff (e.g., faculty) in ensuring proper delivery of programs that support the NaAC artist collective and participants/audiences beyond the collective.
- Actively liaise with arts partners and venues to further advance NaAC's training, creation, and presenting opportunities in the performing arts.
- Work with necessary staff to identify and follow-up on funding and programming opportunities.
- Be an inspiring leader for staff and artists; be a spokesperson for the organization as required.

#### **QUALIFICATIONS**

- Formal training in dance is considered an asset, as are those who are self-taught and have experience fostering independent movement practices
- Lived experience as an artist or administrator with a disability is a strong asset.
- Experience working with individuals with developmental disabilities is a strong asset.\
- Exemplary verbal and written communication skills.
- Meticulous attention to detail.
- Strong team player who will embrace experimentation and play.
- A mature attitude and ability to work autonomously in a collaborative environment.

#### **Pay Rate & Working Environment**

- \$50,000 annually | 40 hours per week
- This position allows for some flexibility in hours
- Possible evening and weekend work required
- Excellent health/dental benefits + RRSP/TFSA matching opportunity
- Training in Nonviolent Crisis Intervention training will be provided
- Training in Anti-Racism will be provided as designed by Future Ancestors which includes recommended tactics in acknowledging harm, restorative conflict resolution and active listening.

#### **To Apply**

Please send a CV and cover letter to Karly Mortimer, Director, Artist & Program Development at [karly.mortimer@accessarts.ca](mailto:karly.mortimer@accessarts.ca) no later than November 12, 2021.

The National accessArts Centre is an equal opportunity employer committed to providing a work environment free of discrimination and harassment. Our employment decisions will be based on our organization's need for this position and the successful applicant's qualifications.