



Executive Director - Playhouse in the Park

Playhouse in the Park is seeking an experienced, dynamic and organized leader to be the Executive Director of this nearly 50-year-old community theatre organization in Murray, Kentucky. The Executive Director is responsible for the theatre's leadership, management, and strategic direction.

Key Responsibilities:

Organizational Leadership & Management

- Provide visionary leadership and develop strategies to advance the theatre's mission and artistic excellence
- Oversee day-to-day operations, including financial management, human resources, facilities, and administration
- Supervise and manage staff, volunteers, and artistic personnel
- Work closely with and report to the Board of Directors

Artistic Direction

- Assist with the selection and production of a diverse season of high-quality theatrical works
- Direct a minimum of one production a year and supervise guest directors and designers
- Maintain artistic integrity and ensure adherence to industry standards and practices

Community Engagement & Partnership Building

- Serve as the organization's ambassador by advocating for the arts in the local community
- Build and maintain collaborative relationships with leaders, businesses, schools, and arts organizations throughout the local community, region, and state
- Enhance and implement effective marketing, public relations, and audience development strategies

Fundraising & Financial Management

- Develop and implement robust fundraising strategies, including grant writing, donor relations, and special events
- Help prepare and manage the annual operating budget, ensuring fiscal responsibility and sustainability
- Explore opportunities for earned revenue streams and new funding sources

Qualifications:

- Bachelor's degree in arts administration, theatre, business, or related field (or equivalent experience)
- Preferred minimum of 3-5 years of experience in nonprofit arts management or community theatre
- Demonstrated success in fundraising, grant writing, and financial management
- Excellent communication, interpersonal, and public speaking abilities
- Ability to lift and carry up to twenty pounds
- Strong organizational, problem-solving, and project management skills
- Ability to learn and become proficient with computer and ticketing software
- Passion for the arts and commitment to community engagement

Compensation and Benefits:

- Salary Range \$35,000 to \$38,000 depending on experience
- Paid time off including holidays, vacation, and sick leave
- Flexible scheduling including some nights and weekends with the capability of remote work environment on an as needed basis
- Up to 3% match on 401K
- \$50 phone stipend per month

Please complete the application at: <https://forms.gle/Js7VZkLWLyjP8BSC6>