



## ARTISTIC DIRECTOR

### Mission and History

**Park Square Theatre is Saint Paul’s regional theatre, serving Minnesota’s third largest subscriber base and largest teen theatre audience.** Our artistry, programming, audiences and budget size put us among the top three producing theatres in Minnesota, after The Guthrie Theater and Children's Theatre Company.

Park Square Theatre seeks to enrich our community by producing and presenting exceptional live theatre that touches the heart, engages the mind, and delights the spirit.

**Our “Generations Forward” strategic objectives are to:**

- **Lead with energizing theatre relevant to the 21<sup>st</sup> century**
- **Inspire and engage a new generation of community owners**
- **Generate new levels of creative capacity**

Park Square opened in 1975 in an 80-seat walk-up in the Park Square Court building. With our move to the Historic Hamm Building in 1997, we began our strong relationship with Actors’ Equity Association (AEA), and embraced a leading role as a local producer of new work by living writers including occasional world premiere commissions. We have grown into one of Minnesota’s top employers of local stage talent. We have a strong commitment to equity, diversity and inclusion. 64% of our artists are women and/or people of color. We produce in two fully-equipped theaters located in the heart of downtown St. Paul. We work with AEA (SPT6-10), Stage Directors & Choreographers Society (SDC) and the Twin Cities Musicians Union.

The addition of our Andy Boss Thrust Stage in 2014 has allowed us to double our artistic output, increase the artist roster, broaden the range of our programming, and serve new audiences.

Artistic partnerships, from friendly rentals to full co-productions, have become an important part of our business model. With the opening of the Boss Stage, we piloted a 3-year Theatre in Residence program.

**Recent Service statistics since operating with two stages:**

<i>Service Statistics</i>	<b>2015</b>	<b>2016</b>	<b>2017</b>
<i>Total Audience</i>	81,082	70,978	78,091
<i>Subscription base</i>	3,416	3,419	3,494
<i>Students (7th-12th)</i>	32,068	32,449	29,148
<i>Operating Budget</i>	\$3,476,146	\$3,137,506	\$3,428,114
<i># of productions</i>	21	18	16
<i># performances</i>	424	414	358

### **The Proscenium Stage**

Park Square Theatre has been producing in the 350-seat proscenium auditorium of the Historic Hamm Building since 1997. Recently remodeled with a taller arch, increased wheelchair seating, new seats and finishes, the Proscenium offers a great view from every seat in the house.

### **The Andy Boss Thrust Stage**

Named for Saint Paul civic leader, banker and philanthropist W. Andrew Boss, our newest stage, opened in 2014, is an intimate 200-seat thrust theater that can function as a turn-key, stand-alone performance facility for both Park Square and producing partners.

### **Our 2017-18 Subscription Season**

*Henry & Alice: Into the Wild* (American Premiere)

*William Shakespeare's Hamlet* (World Premiere Adaptation)

*Of Mice and Men*

*Dot* (Midwest Premiere)

*Cardboard Piano* (Midwest Premiere)

*The Pirates of Penzance*

*A Raisin in the Sun*

*The Diary of Anne Frank*

*Ken Ludwig's Baskerville* (Area Premiere)

*French Twist by Flying Foot Forum* [Theatre in Residence]

*A Korean Drama Addict's Guide to Losing Your Virginity* (World Premiere Commission by Mu Performing Arts) [Theatre in Residence]

### **Our 2017-18 3M Student Season**

*William Shakespeare's Hamlet* (15 matinees)

*Of Mice and Men* (25 matinees)

*Cardboard Piano* (2 matinees)

*The Pirates of Penzance* (2 matinees)

*A Raisin in the Sun* (28 matinees)

*The Diary of Anne Frank* (44 matinees)

*Romeo & Juliet* (41 matinees)

### **Education and Community Outreach Programs**

Our award-winning education program serves over 30,000 7-12th grade students every year with weekday performances of both literary classics and cutting edge contemporary theatre. The producing model is built on a rotating repertory of American literary classics (*Of Mice and Men*, *The Diary of Anne Frank*, *The House on Mango Street*, *A Raisin in the Sun*); the four most widely taught Shakespeare titles (*Hamlet*, *A Midsummer Night's Dream*, *Romeo & Juliet*, *Macbeth*); and "cross-over" works from our subscription season that offer rich content to schools.

The educational community we serve includes middle- and high-school teachers and their students from all types of schools (16% urban, 41% suburban and 43% rural schools last year) in the region.

In addition to low cost daytime matinee performances, we meaningfully engage students from Minnesota, Western Wisconsin and NE Iowa through the following in-depth programs:

- Immersion Days™ include hands-on workshops taught by master artists and our Build-a-Moment™ interactive demonstration with the cast and production designers.
- Inner-City Partnerships provide Immersion Days over the year at greatly reduced prices (\$5 per student vs. \$24) to partner schools, as well as up to 24 hours of in-school contact time with artists of their choice.
- Theatre Ambassadors is a 9-month leadership-development program for senior high students: 10 master classes; 6 productions; and post-show dialogues with cast, designers and fellow Ambassadors; a service learning project with an artist to fill a gap in their school's arts learning.

## Board of Directors

### Officers

Paul Mattessich (President), *Executive Director, Wilder Research Foundation*

Tim Ober (Immediate Past President), *President, Red Oaks of Dakota County Inc.*

Jewelie Grape (Vice President), *Partner, Conner & Winters, LLP*

John LeFevre (Treasurer), *Community Volunteer (Deluxe, Retired)*

Nancy Feldman (Secretary), *President and CEO, UCare, Retired*

### Directors

John L. Berthiaume, *VP, Financial Advisor, RBC Wealth Management*

Daniel Boone, *Executive Director, Integrated Programs Marketing Services, DELUXE*

Paul F Casey, *Audit Manager, Enterprise Operations, Internal Audit, Securian Financial Group*

Kristine Clarke, *Learner Representative, University of Minnesota: College of Continuing Education*

Barb Davis, *Realtor, Coldwell Banker Burnet*

Jim Falteisek, *VP of Commercialization, 3M*

Kristin Taylor Geisler, *Principal, Iris Consulting, LLC*

Andrea Trimble Hart, *Cpcu, Senior VP, Willis of Minnesota, Inc.*

Karen Heintz, *Senior VP, Branch Manager, Robert W. Baird*

Paul Johnson, *VP, Investor Relations, Xcel Energy*

Greg Landmark, *VP – HR, Compensation, Benefits and Operations, Travelers Insurance*

Kristin Berger Parker, *Partner, Stinson, Leonard, Street*

Susan Rostkoski, *Consultant*

Kari Ruth, *Director of Strategic Communications, Hennepin Theatre Trust*

Paul Sackett, *Professor of Psychology and Liberal Arts, University of Minnesota*

Paul Stembler, *Consultant*

### Other Volunteer Leadership

**Educator Advisory Board:** Advises Park Square Theatre's Education Director on programming, scheduling, logistics, disciplinary policies, and workshop topics and artists, helping to create and maintain a useful, rich, and educationally sound program. Comprised of secondary and post-secondary educators who possess a keen interest in theatre arts and a desire to share their vision and expertise, this working board also creates study guides and plans Park Square education events.

**Community Advisory Board:** Community professionals of color from a variety of backgrounds (actors, educators, non-profit administrators, etc.) who possess a keen interest in theatre and desire to share their vision and expertise. The working volunteer board serves as the bridge between Park Square's art and communities of color, by: 1) assuring culturally relevant, rich, respectful, and engaging programming; 2) developing volunteer leadership and staff of color at Park Square; and 3) engaging communities of color.

**Emerging Leaders Advisory Board:** Diverse young professionals who serve on board committees and work with marketing staff to raise awareness, advocacy, and promote our social media channels.

## Staff

Richard Cook, *Artistic Director* \*  
C. Michael-jon Pease, *Executive Director* \*

### ARTISTIC

Rob Jensen, Production Director \*  
Ian Stoutenburgh, Technical Director \*  
Laura Leffler, Associate Artistic Director \*  
Michael P. Kittel, Resident Lighting Designer  
William Bankhead, Master Carpenter  
Mary Montgomery-Jensen, Paint Charge  
Charlotte Deranek, Sound Supervisor  
Meagan Kedrowski, Rep Crew Head  
Aaron Chvatal, Wardrobe Supervisor  
Lyndsey Harter, Production Assistant

### EDUCATION

Mary M. Finnerty, Education Director \*  
Quinn Shadko, Education Sales & Services Manager \*  
Connor M. McEvoy, Education Program Associate

### EXTERNAL RELATIONS

Susan Berdahl, Marketing Director  
Connie Shaver, PR Director  
Mackenzie Pitterle, Annual Fund Manager \*  
Rachel Wandrei, Marketing & Engagement Manager \*  
Lynne Beck, Development Consultant  
Madge Duffey, Graphic Designer  
Petronella J. Ytsma, Photographer  
Michael Hanisch, Videographer  
Jim Heideman, Telemarketing Services  
Christine Kullman, Development Intern

### FINANCE AND OPERATIONS

Sheri J. Zigan, Interim Managing Director \*  
Jackson Smith, Finance Manager \*  
Dave Peterson, Facility & Event Manager \*  
Rafael Michaca Lara, Facility & Event Associate  
Jiffy Kunik, Performance Manager \*  
Ben Cook-Feltz, Ticket Office Manager \*  
Judy Bartlett, Usher & Friday Morning Club Coordinator

*\*indicates full time position*

## The Position

The Artistic Director for Park Square Theatre reports to the Board of Directors and is responsible for implementing the artistic vision of the Theatre by establishing goals and proposing programs to achieve the theatre's mission, vision and goals. The Artistic Director is a collaborative partner with the Executive Director and the Board of Directors.

### **The Artistic Director will:**

- Articulate and express the vision of the Theatre through its programming and selection of talent.
- Regularly update the Board on the artistic and financial effectiveness of current and planned programming, as well as developments in the local and national field that affect the Theatre
- Work collaboratively with the Executive Director to ensure professional, inspiring art that advances the mission of the company while reflecting and serving the community
- Develop and implement the programming within the framework of the strategic plan and the available financial resources
- Select work for both stages that deliver quality programming with a mix of regional and/or world premieres and loved classics that connects with current audiences while inviting a diverse mix of new attendees
- Work with the Education Director to engage teachers and teens with a repertory of classics and integrated adult programming for the largest teen audience in the nation
- Develop and achieve production budgets, in collaboration with Production Director
- Collaborate with the Executive Director on fundraising efforts including annual fundraiser, donor meetings and community events
- Interpret, raise and sustain high professional artistic standards through programming, creative production staffing and production planning and rehearsal process.
- Identify, recruit and support artistic partners
- Represent the theatre as the face of the artistic vision to the community, press and general audiences.
- Direct select shows throughout the season (preferred but not mandatory)

### Direct reports:

Education Director, Associate Artistic Director, Production Director, Technical Director

## Qualifications

Park Square Theatre is an equal opportunity employer that does not discriminate in its hiring practices and, in order to build the strongest possible workforce, actively seeks a diverse applicant pool. The ideal candidate will have the following:

### Professional Experience

#### *Artistic*

- Demonstrated capacity to articulate a strong artistic aesthetic and overall vision that inspires others and supports the mission of Park Square Theatre.
- Background in selecting and producing plays, with specific experience in selecting directors, actors, and artists.

#### *Management/Fundraising*

- Demonstrated leadership working collaboratively and respectfully with staff and board to achieve a positive, transparent workplace and progress toward meeting strategic objectives.
- A track record of fundraising leadership and support, with evidence of a clear comfort level in interacting with donors and the facility to express artistic intention in writing and public forums.
- Demonstrated experience creating and working within budgets and organizational systems

#### *Community*

- Ability and desire to engage productively with Park Square's community and the Twin Cities cultural community
- Experience with educational and outreach activities to targeted audiences.
- Experience building and maintaining strategic and key relationships with constituents, donors, funders and other stakeholders
- Excellent written and verbal communication skills that demonstrate an ability to inspire and motivate others to action.

#### *Personal Qualities*

- Ability to establish a meaningful working partnership with the Executive Director.
- A clear commitment to and experience in increasing equity, diversity, and inclusion.
- An approach to leadership that relies on transparency, enthusiasm, teamwork and clear communication.

## Employment Details

Hours: Full-time position, requiring evening and weekend work in addition to weekdays  
Salary: Range \$70s to \$80s, depending on experience  
Benefits: Health insurance (employee contributes \$100/month); Dental insurance (100% of employee premium); parking; 27 PTO days and paid holidays.

Deadline to apply: March 9, 2018  
Interviews: Spring 2018  
Anticipated start date: Summer 2018

## Process

Submit résumé, including history as a working artist, and cover letter in PDF format to Robin Gillette, Search Consultant at [parksquare@artsprogress.com](mailto:parksquare@artsprogress.com). Questions may also be directed there.