

Jesters Theatre Program Manager

(note: this is a Missions position)

Reports to Jesters Artistic Director

Application Deadline Open Ended

Start Date Flexible

Classification Full-time, (30-40 hours/week)

Salary Based on Experience and Skills of Applicant (partner development required and training provided as needed)

Location: Local Churches & Schools, current office @ Cedar Valley Church in Mission

Youth Unlimited (YU) in Greater Vancouver is a faith-based, grass-roots, pioneering organization that offers connection and transformation, fostering mental, physical, social, spiritual and emotional well-being among young people in our community. Jesters Theatre (jesters.ca) is a youth and children's theatre company located in Mission BC.

Job Description: As Program Manager, you are responsible for the practical implementation of our programming and coordinating our seasonal staff and volunteers in associated tasks. You are also responsible for personal partner development, participating in fundraisers, training students, participating in the implementation of strategic plans and guiding principles, and maintaining clear relationships and communications with families involved in our programming. The Program Manager understands the vision of Jesters Theatre being a safe place to love theatre and will carry out their tasks with this in mind. Training is provided as needed.

This job might be for you if you:

- Love to see youth develop leadership skills
- Are passionate about evangelism and discipleship
- Enjoy taking leadership of people and projects
- Are comfortable with raising funds and financial stewardship
- Are able to take initiative and work in a team environment
- Are trust-worthy, savvy and professional
- Have an understanding of, and appreciation for theatre

You've got:

- Good communication skills, particularly in writing and in partner/donor presentations
- Project design experience
- Good planning, organizing, and prioritizing skills, and can coordinate multiple programs
- Excellent interpersonal skills, initiative, sound judgment, integrity, and reliability
- Budgeting experience

To apply: Please send a cover letter and resume to Dean Klassen via email, snail mail or drop them off in person: dean@youthunlimited.com; #115-12975 84th Avenue, Surrey, BC V3W 1B3.