

Carr House Business Advisor

Company Overview

Insitu Services is an exhibit fabrication and consulting company. For this position they are working with the Carr House Community Society which manages Carr House in Victoria, BC. Carr House is a provincial and national historic site, where iconic artist and writer Emily Carr was born 150 years ago. The site is located in picturesque James Bay near downtown Victoria, on the traditional territories of the Lək̓ʷəŋən speaking people. During the summer there are tours and events and in the off season there is a shift toward community focused events, workshops, rentals and outreach.

Job Summary

- Create a new business model for a thriving and famous historic not-for-profit! We are considering pop-up art fairs, workshops, theatre productions, product lines, residencies, classes, exhibits, and more. We are looking for your creative ideas and business acumen. The Carr House Community Society has asked Insitu Services to develop a robust business model to ensure the sustainability of the site and generate further revenue to add to community programming opportunities. The person hired for this position will be asked to do a scan of revenue generation practices and successes of similar sites, possibly create new revenue generation ideas, put forward recommendations for a business model for the Carr House Community Society and develop initial steps for activating the plan. The position is a full-time summer position that could be carried out remotely. If on-site there will be heritage site-related staff training and field trips or events that this position can participate in, should they choose.

Responsibilities and Duties

- Research best practices and success of similar sites in recouping costs and generating revenue.
- Develop creative new approaches if possible
- Present recommendations to the management and board
- Develop a business plan to put the approved recommendations into practice.
- The position will receive guidance from Kate Kerr of Insitu Services and work in collaboration with the Programming Manager of Carr House.

Qualifications and Skills

- Abilities in research
- Strong written, verbal and interpersonal skills
- Basic experience with business plans, budgeting, cashflows.
- Entrepreneurial and strategic thinker
- Not-for profit and community minded
- Creative and collaborative

Compensation: This can be a co-op position. The hourly wage is \$20.

Offer to the successful candidate will be made dependent upon receipt of funding.

Please send resume and cover letter Att.n Kate Kerr to carrhouse@telus.net