



Aurora Theatre Company seeks an innovative, empathetic and strategic leader to join their talented team in the role of Managing Director. Reporting to the Board of Directors, the new Managing Director will be a vital leader and thought partner to the Artistic Director as the organization re-emerges from the pandemic in the midst of a cultural revolution.

Who is Aurora Theatre Company?

As the storyteller for our community, Aurora Theatre Company inspires new audiences and longtime theatre lovers alike with the visceral power of live theatre. Our venues, the most intimate professional stages in the Bay Area, highlight great acting, nuanced language, and an immediacy that makes for exhilarating theatre. By telling profoundly relevant stories, we're building a new culture of theatre-going in the Bay Area. We are contributing to the revitalization of theatre nationwide by challenging all of us to think deeper, laugh louder, and engage more purposefully and profoundly with our neighbors and the world.

Values and Commitments

- We commit ourselves to championing racial justice, to better embodying anti-racist practices, and to confronting and dismantling oppression (including but not limited to racism, sexism, ableism, homophobia, transphobia, ageism, xenophobia, and religious intolerance) in everything we do.
- We recognize that Aurora Theatre Company is located on land that was stolen from the Chochenyo Ohlone people. Our community has benefited from this land, and we owe the Ohlone people a collective debt.
- We earn our reputation for integrity by treating people fairly, paying equal rates, and being honest and transparent in our dealings.
- We value Bay Area theatre artists for their excellence, for their engagement, and for the local authenticity they bring to our productions.
- We value the great plays of the past for the way their lessons resonate with today's issues, and new plays for the way they move today's conversations forward.



Compelled by the Black Lives Matter Movement after the murder of George Floyd, and by the vital work of the We See you White American Theater demands, Aurora has publicly committed to examining its complicity and perpetuation of systemic racism and oppression throughout its organization's history. Here are some steps Aurora has taken and the commitments they are making in the service of dismantling the systems that feed racism, anti-Blackness, and other forms of oppression:

- We will continue our Community Partners program, which builds meaningful two-way relationships with new segments of our community, leading to more authenticity in our work, new audiences in our theatre, and new representation in our Advisory Council and eventually on our board.
- At least three of the six plays we produce each season will be written by BIPOC playwrights.
- We will continue regular anti-bias and anti-oppression training for our staff and board.
- We have created a Confronting and Dismantling Oppression Task Force composed of staff and board members, including the Artistic and Managing Directors and a member of the Board Executive Committee.
- In July 2020, we adopted a new mission and values statement that includes a commitment to anti-racist and anti-oppressive practices.
- We're replacing the phrase "Equity, Diversity, and Inclusion" with "Confronting and Dismantling Oppression" throughout our organization.

Who is in Leadership?

Josh Costello (he/him), Artistic Director of Aurora Theatre Company. Throughout his career, Josh has worked to make theatre more accessible for more people, sharing a passion for the visceral experience of live theatre with new audiences and underserved communities. He was the founding Artistic Director of Impact Theatre, which focused on audiences in their teens and twenties. As the Artistic Director of Expanded Programs at Marin Theatre Company, Josh created and administered several programs that built relationships with new audiences. At Aurora, Josh initiated student matinee and Community Partner programs and led a revision of Aurora's mission to emphasize the theatre's role as storyteller to the community. Josh has directed *Exit Strategy*, *The Importance of Being Earnest*, *Detroit*, *Wittenberg*, and *The Heir Apparent* for Aurora, as well as the world premiere of *Eureka Day*, which won every Bay Area new play award. His world-premiere



production of Aaron Loeb's *Ideation* with the San Francisco Playhouse in both SF and NYC won the Glickman Award for best new play in the Bay Area and the Theatre Bay Area Award for Outstanding Direction, and was named a New York Times Critics Pick. Other directing work includes *My Children! My Africa!* at Marin Theatre Company, *House of Lucky* at Magic Theatre, and his adaptations of Cory Doctorow's *Little Brother* and Aphra Behn's *The Rover*. Josh was the Education Director at Marin Shakespeare Company, and a faculty member at Cal Shakes, ACT, SF Shakes, UC Riverside, Cal State Long Beach, South Coast Rep, and the American Academy of Dramatic Arts. Josh holds a BFA in Theatre from Boston University, and an MFA in Directing from the University of Washington, Seattle.

Joan Catherine Braun (she/her), Chair of Aurora Theatre's Board of Directors. Joan is an accomplished executive change agent who thrives in fast-moving nonprofit and social enterprise organizations. She is a successful organizational catalyst, dedicated to working collaboratively. Joan leads the finance and accounting functions of Homebase as a member of the senior management team. Prior to joining Homebase, Joan served as CFO and COO at a number of prominent Bay Area nonprofits. Most recently, Joan was employed as the COO of United Way Bay Area. She counts *Mother Jones* magazine as her favorite past employer, with PolicyLink and FairTradeUSA tied for second. Joan is extraordinarily proud of having been a founding member of Doyle Street Cohousing and of having been a finalist for the *San Francisco Business Times* Nonprofit CFO of the Year award (2014).

What will you do?

Working in partnership with the Artistic Director, the Managing Director (MD) will be responsible for the strategic leadership of the organization and supervising the day-to-day operations of the theater. As an organizational leader, the MD will operationalize the current mission and develop the vision for the theater with the Artistic Director, Board of Directors, and staff. The MD will activate partnerships between staff, board, and community stakeholders in order to build a cohesive strategy to position Aurora for its future. The MD will also facilitate an environment of collaboration, wellness, and excellence for its staff, board, and artists. The MD serves as a critical ambassador to the Berkeley community and the greater San Francisco Bay Area. The MD will directly supervise the Development Director, Marketing and Communications Director, Box Office Manager, and an accountant. As such, the Managing Director will be responsible for all aspects of finance for the organization, including earned and contributed revenue.



Areas of Accountability

Strategic and Organizational Priorities

- In conjunction with the board, Artistic Director, and staff, create and ensure the implementation of the theatre's competitive strategy and align resources and efforts with its organizational mission and values.
- Increase the visibility of the theater in the San Francisco community and greater Bay Area as well as serve as an ambassador for the organization at large.
- In partnership with the Artistic Director, determine priorities and objectives for Aurora's staff.
- Serve as an ex officio member of the board and participate on board committees including the executive committee, finance committee, strategic planning committee, development committee, and others as necessary.
- Attend company functions on weekends and/or evenings, such as first rehearsals, design runs, first previews and opening nights.
- Ensure that box office and other front-of-house activities show sensitivity to patron needs.
- Negotiate and execute all contracts on behalf of the organization.
- Serve as the main contact to various unions including but not limited to Actor's Equity Association (AEA), United Scenic Artists and the Stage Directors and Choreographers (SDC).

Human Resources and Finance

- Assess current financial and human resource policies, decisions and practices in order to make recommendations for and lead organizational improvements in these areas.
- Supervise the management and oversight of all financial reporting and recordkeeping.
- Lead the organization's budget process and determine effective metrics to evaluate overall organizational performance.
- Prepare and present financial results for the organization on an ongoing basis to the finance committee, Treasurer, and Board.
- Ensure the organization creates and adheres to operating and financial procedures in accordance with Generally Accepted Accounting Principles (GAAP) and other financial controls.



- Review and maintain a comprehensive personnel policy in accordance with applicable laws; make changes as necessary.
- Recruit, hire and supervise administrative positions and assist the Artistic Director as needed for production hiring.
- Supervise the creation and management of employment contracts, including those for actors, designers, technical staff and unions.

Development

- Partner with the Development Director to cultivate major donors, sponsors, foundations and corporate leaders for annual and longer-term support.
- Provide leadership on any special campaigns including feasibility studies, campaign strategy and case statement development.
- Actively participate in donor cultivation and solicitations in partnership with the Artistic Director, Director of Development and Board.
- In collaboration with the Development Director and Artistic Director, identify and prioritize fundraising opportunities for Aurora's productions and programming.
- Supervise timely preparation and delivery of required financial budgets and reports to funders requiring them.

Marketing

- Collaborate with the Marketing and Communications Director to define marketing strategy, tactics and programs, with input from the Artistic Director.
- Determine and measure earned revenue goals in partnership with the Marketing and Communications Director.
- Ensure that programs (including education, community programs, group outreach), marketing tactics and graphic design support Aurora Theatre Company brand and strategic objectives.

Who are we looking for?

This role is ideal for an industry leader in theater and the performing arts who thrives in a dynamic environment, and wants to make a strong imprint on the organizational design of



a theater. The new Managing Director is someone who has experience in building community among diverse stakeholders, and values differences in opinion. They seek to capture the opportunities brought forth by the converging trends of online engagement and deeper audience cultivation, post-pandemic. This role requires a high level of financial acumen to meet Aurora's pressing challenges in the current economic environment. This person will be an advocate and champion for Aurora's Confronting and Dismantling Oppression work.

Additional Areas of Expertise

- Team and community building
- Accountability
- Facilitation
- Financial skills
- Communication
- Cultural competency
- Background in the theater industry
- Experience in and analysis of confronting and dismantling oppression

How much are we paying and what are the perks?

Salary: \$100-110K/year

Benefits package:

- Health, dental and vision insurance
- 403B retirement plan
- Ability to work remotely, from time to time
- Competitive vacation, holiday, and sick paid time off

Living in Berkeley: Aurora Theatre resides in Berkeley, California, located in the eastern region of the San Francisco Bay Area. With a population of just over 122,000, about one-fourth of Berkeley residents are enrolled at the University of California Berkeley. Environmentally conscious Berkeley embodies a unique California lifestyle.



Berkeley rises to the top of many ‘best-of’ lists due to its unique lifestyle options, culture, art, and education. Perfectly situated on the east side of the bay across from San Francisco, residents enjoy a more intimate city vibe but also reap the benefits of living near a large metropolitan area. Berkeley residents appreciate the idyllic mild weather, the thriving entertainment scene, and an eco-minded population. But it is also home to scenic hiking trails and a blossoming organic food and wine movement.

The compact, three-by-four-mile city of Berkeley is easy to navigate. Situated just 23 miles from the San Francisco airport, the city is accessible by rapid transit, train, bus, or car.

Sources:

- [Expert Advice for Moving to Berkeley](#)
- [Five Reasons to Live in Berkeley](#)

Start Date

January 2022

How do I apply?

Visit aljpconsulting.com/apply-for-open-positions to submit your application.