



Fiasco Theater, LTD.
P.O. Box 291, NYC 10276
917- 781- 0009 | info@fiascotheater.com

FIASCO THEATER SEEKS MANAGING DIRECTOR **Apply [here](#).**

The Search:

Fiasco Theater has initiated a search for its first ever **Managing Director**. The Managing Director will join Fiasco's small leadership team to vision Fiasco's plans for growth in the coming years. The Managing Director will steward the financial life of the organization in collaboration with the Co-Artistic Directors. They will have an active leadership role in planning and managing each season as well as the strategic planning for the organization at large.

This is a **time of exciting growth and change at Fiasco**, as we are shifting the leadership model. **This is the first time Fiasco is hiring a Managing Director**. There is room to shape and vision what this job is, and significant room for future growth with the right candidate.

Fiasco intends to identify and engage a successful candidate as soon as possible, with a target hire date of March 15th, 2022. Salary is \$50,000/year plus \$400/month in reimbursement.

About Fiasco:

Fiasco Theater is an ensemble theater company based in NYC. Our mission is to offer dynamic, joyful, actor-driven productions, and the highest quality, accessible, affordable training for emerging artists. We create deliberate, text-based experiences with an emphasis on musicality and language, delighting audiences of seasoned theatergoers and newcomers alike. Over 200,000 audience members in NYC have seen our productions, including over 12,000 school children, and The New York Times has called Fiasco **"a force to reckon with in the American theater."**

Fiasco seeks to transform the relationship of the actor to the creation of theater.

We do this by creating imaginative, actor-driven productions for the stage; maintaining ongoing collaboration with a resident acting ensemble; endowing actors with leadership roles within the organization; and transforming the model of professional actor training. Our training programs seek to elevate and transform the standard of professional actor training for emerging artists in New York City by disrupting the current culture of professional actor training and offering a more humane and joyful alternative.

We believe the way the work is made is as important as the work itself. We strive to empower actors in our processes, disrupting the typical hierarchy of American theater-making. We have a shared leadership structure, and our classes and productions often have co-teachers and co-directors, modeling collaboration and multiple perspectives, inviting ensemble members to bring their whole selves to the conversation. We pay artists and educators a living wage (we define this as never less than \$20/hr) and work in humane conditions (5 day work-week, 72 hour advanced scheduling notice). Pleasure is a part of the foundation of everything we create: **we believe joy is a key ingredient in the communal act of sharing a story with an audience.**



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The Opportunity:

The Managing Director will work in close collaboration with the ADs, Fiasco's Board and a roster of on-going consultants. They will steward the financial planning and fiscal sustainability of the organization as the lead team member responsible for budgeting, and for marketing and development strategy and implementation.

They must possess a background or educational degree in general management and/or not for profit development, contract administration and employee relations; with demonstrated experience in non-profit, theater, production, large-scale event production, arts education, and/or arts management.

They will have a demonstrated ability to think and act both creatively and strategically in order to ensure that systems and resources are in place to successfully support Fiasco's operations, programming and planned expansion. The Managing Director will serve as a central member of Fiasco's leadership team. They will manage and oversee the day to day operations of the organization as its first full-time employee and report to the Artistic Directors.

Responsibilities include:

Leadership:

- Work with executive staff to achieve long-term sustainability and growth of the organization as it executes its mission
- Lead the collaboration with the ADs and Board Chair on the annual budgeting process, and prepare and present quarterly budget and operations reports to the Board
- Collaborate with executive staff on current board engagement and strategizing on future board composition

Management:

- Steward relationships with Institutional funders and Major Donors, manage development calendar and grant-writing consultants, and ensure deadlines are met for grant proposals and reports
- Create and track budgets, and track financial reporting and cash- flow projections in direct interaction with bookkeepers and accountants.
- Oversee HR and payroll
- Organize and assist in maintaining bookkeeping records and organization-wide documents
- Prep and coordinate annual financial and insurance audit processes in collaboration with accountants and bookkeeper
- Ensure that Fiasco is compliant with required union agreements (AEA, SDC, USA) and 501(c)3 regulations
- Manage institutional and employment policies, including ongoing HR/anti-Harrassment/EDI training. Recommend changes in procedures to improve service and operational efficiency



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- Secure and review annual General Liability/E&O, Property Insurance, Workers Compensation and Disability Insurance
- Oversight of Covid safety management and maintaining up to date Covid-related information/guidance from government and industry sources

Operations:

- Serve as principal conduit for information flow throughout the organization
- Track offers and review contracts for all cast, crew, faculty, third party vendors, facility rentals, students and additional contractors as needed
- Booking of venues, rehearsal spaces and rental theaters and liaising with house staff and general management
- Additional duties as assigned

Experience:

Qualified candidates will have either a relevant degree or relevant professional experience in non-profit general, and/or arts management and/ or arts administration and/or development.

Successful candidates will have proven skills in:

- Organization, preferably with experience in nonprofit organizations
- Prioritization and ability to balance multiple projects simultaneously
- MS Office, Google Apps suite, Quickbooks, Asana or other relevant task tracking platforms

Compensation and Application:

Salary is \$50,000/year plus \$150/month in phone/internet reimbursement, and \$250/month in healthcare expense reimbursement.

This is currently a full-time remote position with the flexibility to build your own work schedule. Ideal candidate will be able to attend some Fiasco programming and cultivation events in person in NYC and lead weekly staff and company meetings via Zoom.

Fiasco Theater values diversity, equity and inclusion in the workplace and is an equal opportunity employer. Fiasco Theater is dedicated to building an equitable environment that is mixed across lines of difference and strongly encourages applications from Black, Indigenous, People of Color, women, transgender and non-binary candidates. **Applicants from populations underrepresented in the theater field are strongly encouraged to apply.**

Fiasco Theater is a proud PAAL partner theater, and works to support a humane working environment for caregivers in our work community.



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Applicants should submit a cover letter, a work resume, and contact information for at least two references. Those can be uploaded [HERE](#). **Deadline to apply is 11:59pm on Feb 22nd with an ideal start date of March 15th, subject to negotiation.**