

**Job Description****Tricycle Theatre for Youth - Director of Education**

Available Summer/Fall 2022

Position: Director of Education

Supervises: Academy Manager, Outreach Manager

Tricycle Theatre for Youth (Trike) was established in 2007 and has been serving more than 30,000 children and their families annually across Northwest Arkansas and beyond with productions, year-round theatre instruction, teacher professional development and programs in schools. The mission of Trike Theatre is to Cultivate Creativity, Build Character, and Strengthen Community through its vision of transforming the lives of young people through exceptional theatre experiences.

Under the direction of Maestro Steven Byess, the Arkansas Philharmonic Orchestra (APO) performs large masterworks and pops concerts with a contemporary twist. We collaborate with regional and global organizations to present art in unexpected ways - often to unexpected audiences. Claiming its name in 2010, the APO has been around since 2008, and features largely local professional musicians, world-class guest soloists and - a point of pride - musical education opportunities for local youth.

Description of Position

The Director of Education is responsible for leading the education programs for Tricycle Theatre for Youth (Trike), both Academy and Outreach, as well as the Arkansas Philharmonic Orchestra's (APO) in-school education programs.

Core Job Duties:

- Identifying, researching, and cultivating current and prospective partners/customers at all levels, including schools and foundations



- In partnership with Trike's Artistic Director, create and implement an annual education plan that aligns with Trike's 360 Theatre experience (see "program breakdown")
- Take a leadership role in creating the Performing Arts Cooperative (PAC), that will initially focus on increasing outreach impact for both Trike and APO.
- Collaborate with the Marketing Agency of Record to pursue new marketing avenues and partnerships that will help grow the education programs.
- Develop program capacity through cross-functional collaboration
- Design and standardize program processes, metrics, along with monitoring and measurement frameworks to support continuous improvement
- In partnership with education staff, design arts in education programs that address state standards and community needs
- Set goals for and measure the success of direct reports.
- Annual/monthly budget management
- Collaborate on funding efforts (i.e. grant writing, fundraising events, reporting)
- Cultivate Trike's culture of belonging and I-DARE values (Inclusivity, diversity, anti-racism and equity)
- Lead workshops, classes and teacher professional development training when appropriate

Education

Master's Degree or Bachelor's of Fine Arts degree with 4+ years experience in arts education, arts administration, education, or education administration.

Qualification/Requirements

- At least five years of experience in a related field
- Ability to articulate and generate excitement for the mission of Trike Theatre
- Ability to work with a highly diverse school community
- Knowledge of principles, methods, and practices of the fundraising profession
- Knowledge of research techniques and resources in philanthropy and nonprofit organizations



- Experience in fast-paced work environments that require versatility and resourcefulness
- Strong organizational and financial management skills
- Excellent writing, speaking, and presentation skills (experience in communications a plus)
- Financial management experience
- Knowledge of Google Sheets and Docs, Microsoft Office Working knowledge of Microsoft Office and Google Suite

Compensation

Compensation will be commensurate with experience and competitive with similar positions at theaters throughout the country of similar budget sizes. Benefits: medical, vision and dental insurance and paid time off. Salary Range: \$40,000 - \$50,000

Affirmative /Equal Employment Opportunity Action Statement

Trike Theatre provides Equal Employment Opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, gender, gender identity, sexual orientation, national origin, age, disability, genetic information, marital status, amnesty, or status as a covered veteran in accordance with applicable federal, state and local laws. Trike Theatre complies with applicable Federal, State and Local laws governing nondiscrimination in employment. This Policy applies to all terms and conditions of employment, including hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, benefits, facilities, social/recreational programs, compensation and training.

Trike Theatre expressly prohibits any form of unlawful employee harassment based on race, color, religion, gender, gender identity, sexual orientation, national origin, age, disability, genetic information, marital status or veteran status. Improper interference with the ability of Trike Theatre employees to perform their expected job duties is not tolerated.



To Apply

Applicants for this position should apply online at <https://triketheatre.org/careers> or send a resume and cover letter to: paul@triketheatre.org

Program Breakdown

We believe in a 360° Theatre Experience that empowers young people and families. The 360° theatre experience is Trike Theatre's DNA - the lens through which we view and program everything. It is reflected in our three programs (Theatre for Youth, Academy and Outreach). And in each of those programs, participants will SEE, LEARN and DO.

We believe in creating a safe, inclusive space where we all take risks, celebrate our mistakes, find our artistic voices by deepening and expanding our individual talents. We create community through our classes, production ensembles, and through our events. We are a catalyst for bringing together the larger community through our productions and partnerships.

We believe that cultivating creative courage builds empathy and the self-confidence that allows the imagination to flourish. Individual courage to take risks, make mistakes, speak out, stand up for what's right, understand another point of view. Group courage to support each other, try new things and work together to tell compelling stories. Artistic courage to push ourselves toward new artistic experiences that challenge and inspire both staff and our students.

Throughout our fourteen year history, Trike has remained committed to providing access for all through our three main areas of focus:

THEATRE FOR YOUTH - High quality professional theatre for youth productions. Artistic team consists of experienced paid professionals. We produce multiple shows a year in locations across Northwest Arkansas: Main Stage productions with adult and young actors and touring productions. With every show, we design preshow lobby activities that expand the young audience's theatre experience. The 2022-23 season includes 7 shows: 4 are performing at Trike Theatre (902 SW 2nd St. Bentonville) - Goldilocks and the Three Bears will close at Trike and then set out on a National Tour, our Cultural Collaboration show The Jungle Book is



performing at Walton Arts Center, the Summer Musical Disney's The Descendants is performing at The Thaden School, Mariposa/Butterfly is touring on our traveling theatre.

ACADEMY - In the past, young actor training programs (for ages 4-18) manifesting in summer camps, after school classes and break camps and Youth Theatre productions. Academy programs take place in Benton County (at Trike Theatre and Bentonville Parks and Rec) and in Washington County (at Arts Center of the Ozarks and Mt. Sequoyah Center). We believe that teaching young people stage skills builds their life skills (concentration, cooperation, creativity and critical thinking). We hire and train professional teaching artists and connect all our Academy programs to the National Theatre standards.

OUTREACH - In-school arts integration residencies and teacher professional development. These programs incorporate multiple drama strategies to enrich literacy skills and creativity for PreK - 8th grade students. In 2020, Trike developed its own unique 360 Trike-sperience: a touring program that connects drama+literacy+SEL and can be presented both live-in-person and virtually. Through the years, Trike has built a reputation for its quality arts integration teaching and teacher professional development. Our past partners include: Walton Arts Center, Crystal Bridges Museum of American Art, Arkansas A+, University of Arkansas and Camp War Eagle.