

Production Manager

Manitoba Theatre for Young People is one of the largest theatres for young audiences in Canada and plays a leading role in theatre in the country. MTYP has the privilege of being located in Treaty 1, in the traditional territory of the Anishinaabe, and the homeland of the Métis Nation, operating out of the first purpose-built facility for English theatre for young audiences in Canada, situated at the Forks in Winnipeg. Known for its new works and commitment to creation, MTYP is also a hub for touring companies from across Canada and around the world and itself tours for 15 - 19 weeks each year. In addition to its productions and touring, the MTYP School enjoys the participation of 1,600 students annually, and MTYP is proud to be the home of Native Youth Theatre.

MTYP is seeking a dedicated individual to join its team as Production Manager. This full-time position is responsible for the management of all production staff and production elements of MTYP's activities, including Mainstage and Touring productions, MTYP School and Native Youth Theatre productions. Reporting to the Artistic Director and working closely with the General Manager, the Production Manager maintains a high level of artistic integrity, safety and appropriate working environment for artistic and production personnel. [Please click here](#) for a full job description.

To be successful in this role, candidates should be highly organized, have strong written and verbal communication skills, work well with moderate levels of supervision and appreciate opportunities for collaboration with fellow team members. Those who thrive in busy environments working towards the successful completion of multiple projects would do well in this position.

Additional requirements for success:

- Minimum 3 years of experience in production management including demonstrated experience related to the planning, costing including proficiency with budgeting in all production areas, financial tracking and the supervision of theatrical production personnel and execution of theatrical requirements.
- Extensive knowledge of staging and production techniques, and theatre equipment including lighting, sound and video.
- Ability to produce high-quality work on a deadline.
- Demonstrated ability to think creatively and analytically.
- Post-secondary education in theatre production or equivalent training/experience.

Helpful skills and experience for success:

- Knowledge of CTA and ADC agreements, and experience in the execution of documentation required to fulfil said agreements.
- Experience working in a unionized environment.
- Knowledge of workplace safety requirements and legislation.

This is a full time, permanent position with a starting annual salary of \$55,000. Compensation package also includes opportunity to participate in the MTYP health plan (pending eligibility), matching RSP program, and 15 days of vacation accrued annually. Standard hours are 9 am – 5 pm, Monday to Friday. However, early morning, evening and weekend work is required throughout the season.

We are anticipating a start date for the successful candidate of August 15, 2022 but would entertain an earlier start date where feasible.

If you are interested in joining the MTYP team and feel you have the experience, qualities and skills to work for one of Winnipeg's key arts organizations, please forward a cover letter that further speaks to why you would make an excellent fit for this opportunity, along with your résumé and three references, by Thursday, June 30, 2022 to:

Pablo Felices-Luna
Artistic Director
Manitoba Theatre for Young People
PabloF@mtyp.ca

Please note that résumés will be assessed as they are submitted and as a result, interviews may occur prior to the submission deadline. All offers of employment with MTYP are contingent on provision of a clear criminal and vulnerable sector check.

MTYP welcomes applications from people with disabilities. Accommodations are available upon request during the assessment and selection process.

MTYP aspires to be a theatre where children and youth always see themselves reflected, whether it is on our stage, in our classrooms or in any of the spaces where our artistic and administrative activities take place. Accordingly, equity, diversity and inclusion are factored into all decisions at MTYP. We welcome artistic submissions from people of all identities, ethnicities and abilities and encourage everyone to seek out employment or volunteer opportunities at MTYP when available.