

Manager, Arts & Creative Industries

The Opportunity

The **City of Kitchener** is seeking a dynamic leader who is passionate about making a difference in our community, to take on the role of **Manager of Arts & Creative Industries**. During a bold first 3 years, you will have the opportunity to help our community take major strides forward, tackle complex challenges and set our community up for long lasting, sustainable success.

Position Overview

Kitchener has a strong and growing arts community and a burgeoning creative industry sector. Kitchener is home to a diversity of partners and stakeholders who are all committed to helping our community's cultural vibrancy grow. These include major arts and cultural institutions, well-established and up-and-coming arts practitioners and organizations, strong university and college programs, and a vibrant festival scene. The community's creative industry features a mix of nationally recognized companies, emerging startups, not-for-profit organizations, established individual practitioners and aspiring entrepreneurs.

With these as our community's foundation, the City of Kitchener is poised to make major, catalytic investments in an effort to help propel significant future growth in the local Arts & Creative Industries. These include the establishment of a new Creative Hub, the launch of a Film, Music & Interactive Media Office and the development of a new Arts & Culture Plan. In addition, key cultural institutions are bolstering and expanding their programming and facilities, with bold ambitions for future growth.

Kitchener is not without its well documented and well debated challenges and opportunities, including: the sustainability of our key cultural institutions; access to performance and rehearsal space; depth and breadth of employment opportunities for creative practitioners; access to funding; affordability of work/studio space; access to amenities such as film studios, exhibition space, specialized equipment, etc.; advancement of the community's overall cultural narrative; and, effective and mutually-beneficial integration of the arts and creative industry with other industries such as technology and manufacturing.

Reporting to the Executive Director of Economic Development, you will guide the work of the Arts & Creative Industry team, which includes i) Coordinator of Arts & Creative Industries; ii) Program Administrator; and iii) Film, Music & Interactive Media Officer. You will work collaboratively with the broader Economic Development team (which includes the Waterloo Region Small Business Centre, Business Development, Downtown Development, Special Events and the Kitchener Market) to advance the City's economic development strategy Make It Kitchener.

Leadership Qualities

As an accomplished leader, you have exceptional interpersonal skills with a proven track record of moving communities and businesses from ideas to actions. You think strategically and know how to create significant value with limited resources.

As a respected community builder and bridge builder, you work collaboratively with community stakeholders, leaders and partners to build consensus and advance a common agenda and collaborative initiatives. You challenge the status quo through a positive and inspiring approach.

As a champion for the arts and creative industries, you have deep respect for, and expert knowledge of, the opportunities and challenges faced by artists, practitioners, community groups, institutions and creative companies. You are respected by your peers for your solutions-based approach. You deeply value the value arts and culture play in the well-being and prosperity of our community.

As a passionate advocate and skilled communicator, you have experience growing and developing audiences, securing support from external organizations/funding bodies and elevating an overall community brand.

As a coach and team player, you are able to lead and mentor a small team of professionals, in a collaborative work environment.

First Three Year Priorities & Goals:

Priority #1: Support the Advancement of the Creative Hub.

The City of Kitchener is committed to investing in a space where professionals working in artistic and creative fields can create and connect while accessing programs that support career growth and business development opportunities.

Goal A: Oversee the completion of internal renovations to the ground floor of 44 Gaukel by Spring 2019, and drive full utilization of the Creative Hub by the end of 2019.

Goal B: In partnership with organizations such as the Waterloo Region Small Business Centre, the Accelerator Centre and Arts Build Ontario, implement small business and entrepreneurial support programs for creative industry practitioners by the end of 2019.

Goal C: From 2019-2021, work with local industry leaders to identify strategies and opportunities to facilitate new connections between creative industry practitioners and other industries.

Goal D: By the end of 2019, meet with other levels of government and potential funding partners to gauge interest in long term financial support for the Creative Hub.

Goal E: By the end of 2021, develop a strategy and implementation plan for ensuring the long term success and sustainability of the Creative Hub, including an ultimate long term location and funding strategy.

Priority #2 - Develop and launch the City's new Film, Music & Interactive Media Office (FMIMO).

The City of Kitchener is committed to supporting growth within our local film, music & interactive media industries through the implementation of a new two-year pilot program.

Goal A: Complete the recruitment of the FMIMO staff by the Spring of 2019.

Goal B: Within the first year, support the FMIMO staff in aggressively raising Kitchener's national profile in order to attract new opportunities, investment and employment.

Goal C: Work with local industry leaders on an ongoing basis to facilitate new connections between the local film, music and interactive media industries and other industries.

Goal D: Work with municipal partners to develop and implement a sustainable, collaborative FMIMO by the end of 2020.

Priority #3 – Facilitate and Lead the Development of a new Culture Plan

The City of Kitchener has a strong history of working closely with the community to develop and implement Culture Plan's in support of our local stakeholders, practitioners, arts organizations, etc.

Goal A: Work with all arts, culture and creative industry stakeholders to develop a clear vision, strategy and action plan for arts, culture and creative industries in Kitchener.

Goal B: Develop a strategy whereby arts, artists, culture, diversity and creativity are core to the growth and well-being of our thriving community.

Goal C: On an ongoing basis, advocate for the importance of arts, culture and creativity as critical to the development of our community's next generation of students, community leaders, business leaders and workforce.

Priority #4 (Ongoing) – Support the City's Key Cultural Institutions and organizations.

The City is committed to supporting the success of our community's key cultural institutions and organizations, such as Centre In The Square, KW Art Gallery, KW Symphony, Kitchener Public Library, THEMUSEUM, Registry Theatre, etc.

Goal A: From 2019-2021, support their organizational objectives while developing innovative solutions to key challenges, such as the sustainability of funding, lack of affordable performance/rehearsal space, etc.

Goal B: From 2019-2021, work with the leaders of these organizations to develop and implement an audience development strategy to increase interest, brand awareness, participation and attendance at the city's many cultural venues

Key Accountabilities

In addition to the Three Year Priorities listed above, your key accountabilities will include:

- Guidance, mentoring and leadership of the City's Arts & Creative Industry team.
- Stewardship of the City's Public Art Collection and Industrial Artifacts.
- Stewardship of the City's galleries, including the Rotunda Gallery and Berlin Tower Art Space.
- Stewardship of the City's public art procurement process.

- Oversight and support of the City's Arts & Culture Advisory Committee and Public Art Working Group.
- Proper fiscal management of funding associated with the Arts & Creative Industry portfolio.
- Represent the community's arts, culture and creative industries beyond Waterloo Region.
- Ongoing knowledge of granting and funding opportunities for both the municipality and arts, culture and creative industry practitioners and organizations.

Qualifications

The successful candidate:

- Must have a 4 year degree or diploma in a related field.
- Must have a minimum 7 years of related experience.
- Must possess the qualities outlined under "Leadership Qualities".
- Must have a demonstrated ability to lead, motivate, influence and work collaboratively and effectively with a broad spectrum of stakeholders and employees.
- Must have demonstrated success in developing and implementing shared vision, strategies, and actions with wide-ranging interests and impacts.
- Must have knowledge of the Canadian creative industries including fine arts, digital content development, performing arts facilities, music, interactive, and film industries, for-profit and not-for-profit organizations, and audience development.
- Must have knowledge of trends and best practices, cultural planning and marketing strategies related to the arts and creative industries.
- Must have knowledge of related Federal and Provincial legislation, government programs and funding related to the arts and creative industries.
- Must have a working knowledge of project management processes, principles, and concepts.
- Must have proven ability to problem solve in order to facilitate problem resolution by bringing the correct resources and parties together to achieve solutions.
- Must have highly developed communication and human relations skills in order to represent Council to community groups, Provincial and Federal representatives, professional associations, senior management, business leaders and the media; provide Council with advice regarding relevant policy issues.
- Must have proven skill in the use of a personal computer with the ability to use software programs such as Microsoft Office, Outlook, Project and PowerPoint.
- Must have the ability to support and project the organization's core values of trust and respect, collaboration, and change and growth, as well as our leadership traits, which are reflected in employees who:
 1. Lead by example and expect the same of others;
 2. Recognize accomplishments;
 3. Collaborate with others to realized shared outcomes;
 4. Enable others to be their best;
 5. Look beyond today.

To apply: To explore this opportunity please visit our website at www.kitchener.ca.