

Join us as a Board Member

The Pumphouse Theatres, one of Calgary's leading performing arts venues for 50 years, is seeking board members. This is a part-time commitment of 4-6 hours a month and approximately 10 meetings a year.

The Pumphouse Theatres Society Board is composed of the Executive Committee consisting of the Officers of the Society which are the President, Vice-President, Secretary and Treasurer and up to 6 board members at large.

The Pumphouse Theatres Society is a leader in the arts community through the provision of affordable, professional quality rental facilities to Calgary's performing arts companies. Pumphouse Theatres Society is committed to a diverse and representative board of directors, including a balance in gender, age and BIPOC representation. We are seeking to add 3-4 new board members this year.

As the governing leadership body of the organization and to satisfy its fiduciary duties, the board is responsible for:

- Determining the mission and purposes of the organization
- Strategic and organizational planning
- Ensuring strong fiduciary oversight and financial management
- Fundraising and resource development
- Approving, monitoring and promoting Pumphouse Theatre's programs, services and membership

Each individual board member is expected to:

- Know the organization's mission, policies, programs, and needs
- Follow the organization's bylaws, policies, code of conduct, and board resolutions
- Faithfully read and understand the organization's financial statements
- Serve as active advocates and representatives of the organization
- Assist with identifying and securing financial resources and partnerships to advance our mission
- Prepare for, attend, and conscientiously participate in board meetings
- Participate fully in one or more committees
- Maintain confidentiality about all internal matters of The Pumphouse Theatres Society

Ideal board members are:

- Self-directed. You work independently as well as in a team environment
- A strong communicator
- Passionate about Pumphouse Theatres Society values and able to see our organizations larger picture
- Clear understanding of the role of governance, as dictated by our bylaws
- Experienced in at least one of these areas:
 - Youth Education Programming
 - Organization Branding
 - Marketing and Public Relations
 - Fundraising and sponsor relationships
 - Graphic design and digital media
 - Human resources
 - Policy and Board Governance
 - Government relations
 - Financial management in either for-profit or nonprofit sector
 - Volunteer co-ordination and community outreach
 - Facilities maintenance
 - Theatrical production

To apply, please send your resume and a brief statement outlining why you would like to help the Pumphouse Theatres Society continue to be an essential part of the Calgary Community to board@pumphousetheatre.ca before November 30, 2021. These positions will be appointed at our AGM on December 13th, 2021.