

Marketing-Fundraising Position

Ship's Company Theatre, Parrsboro, NS

This Position is contingent upon approval for the START Program. Must be unemployed to apply.

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Ship's Company Theatre is looking to add an employee who is outgoing and self motivated. We are looking for someone to find creative ways to increase and meet our fundraising goals – which we feel would also increase the profile of the theatre and result in an increase in ticket sales.

Research and approach other potential sponsors. Research other available avenues of funding from private foundations and pursue these for Ship's Company Theatre.

Raise the profile of the Ship's Company in all existing publications.

Oversee the program and brochure production to ensure accuracy and all necessary information is available.

Be responsible for the information that appears on the website, keeping it interesting and current.

Lead and assist with fundraising events to ensure that all events are feasible and carried out successfully.

Deal directly with existing sponsors to ensure that they are away of the benefits of their sponsorship and that they are happy. Also, to look for potential to increase their donation level.

Create a Corporate Pass/Package for Businesses to purchase to offer to employees/suppliers.

Will ensure all hospitality requirements are completed as per Contract Riders.

Will assist the Administrative Manager as needed.

Must have a valid driver's license and own vehicle. Must be available to work evenings and weekends.

Other duties as needed.

Send resumes to Cindy at admin@shipscompanytheatre.com

Only those selected for consideration will be contacted.