

BUILD A CITY. BUILD A FUTURE.



Manager, Community Arts (Clayton Community Centre)

As one of the fastest growing cities in Canada, City of Surrey is a globally recognized leader in building vibrant, sustainable communities through technology and innovation. City of Surrey employees are talented innovators, inspired by meaningful work and the opportunity to drive our city—and their careers—forward. Build a City. Build a Future at the City of Surrey.

SCOPE

The Manager of Community Arts (Clayton) oversees the programs, services and people that develop and deliver the visual and performing arts programs located in the City's new Clayton Community Centre, and manages the staff team that supports the City's cultural grants, cultural development programs and the City's public art program.

Clayton Community Centre is scheduled to open early 2021. Architecturally striking, it houses a library, visual and performing arts spaces, childminding and recreation facilities centred around a large open public lobby. It offers a safe, welcoming and inspiring space, and a collaborative team environment. As the City's newest and most innovative public facility it meets passive house sustainability goals..

RESPONSIBILITIES

This unique position is ideal for someone who deeply understands the benefits arts experiences provide to create healthy and sustainable communities. The ideal candidate excels at managing creative teams, facilitating the development of cultural organizations and is skilled and experienced in strategic planning and project management. This position will also play a key role, together with leadership in Recreation and Libraries, managing the new Clayton Community Centre, ensuring its vision contributes to Clayton's community building, and will establish a cooperative staff team to run its operations.

Reporting to the Manager of Culture, the incumbent will be a peer within the City's Culture Division leadership that includes the Surrey Art Gallery Manager, Museum of Surrey Manager, Manager of Surrey Civic Theatres, Manager of Heritage and Manager of Special Events and Filming. As the Manager of Community Arts (Clayton), you will be responsible for the following:

- Directing the work of unionized staff who develop and deliver programs including artists in residence projects, public art

commissions, visual and performing arts courses and workshops, facility rentals and volunteer programs;

- Developing internal and external partnerships to leverage resources to achieve maximum benefits for residents and community cultural development;
- Managing program planning and evaluation processes and implementation strategies to meet budget expectations;
- Leading cultural research and planning initiatives aimed to broaden residents' opportunities to benefit from creative expression and engagement;
- Facilitating public and community group consultation meetings, workshops and various planning sessions;
- Authoring reports and presenting findings to stakeholders, senior management and elected officials; and
- Hiring, evaluating, training, developing, and coaching employees.

QUALIFICATIONS

Our ideal candidate shares our City values of Community, Innovation, Integrity, Service and Teamwork, and can demonstrate the following qualifications:

- Graduation from a recognized university with a degree in arts administration or cultural planning, and is very knowledgeable in contemporary fine arts;
- Minimum of 3 to 5 years in progressive leadership positions in the field of arts administration, cultural development or leading a cultural institution, or an equivalent combination of education, training and experience;
- Experience supporting public art commissioning programs and/or management of capital projects;
- Experience managing community development initiatives. Experience working within a municipal government environment will be an asset.
- Actively demonstrates initiative and good judgment, and comfortable working independently to resolve various challenges
- Strong interpersonal skills, and a background with diverse leadership roles and experiences
- The ability to manage a diverse team of contract, union and exempt staff
- Advanced communication skills both written and verbal.

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