

## Call for Applications

### Board of Directors

#### Hamilton Festival Theatre Company

**Hamilton Festival Theatre Company is currently seeking members to join its Board of Directors (the “Board”).**

**Hamilton Festival Theatre Company (the “Company”)**, a non-profit organization located in Hamilton, Ontario, operating as Hamilton Fringe, produces the Hamilton Fringe Festival an action-packed performance event that takes place over 12 days each July throughout Hamilton; Frost Bites a winter site-specific festival; ALERT an education program for emerging artists; and new in 2020, The Gilded Hammer Awards, a celebration of achievement in the Hamilton theatre arts.

As a member of the Canadian Association of Fringe Festivals (CAFF), the Company incorporates CAFF’s guiding principles to ensure the Hamilton Fringe Festival is an accessible, inclusive, and engaging theatre experience.

The Board currently comprises eight (8) directors and at the Board’s discretion may comprise up to fifteen (15) directors. The Board plays an active role in developing the strategic plan, the annual budget, and setting the direction and objectives of the Company.

For more information about the Company, please visit the website <http://hamiltonfringe.ca/>

#### **Experience and Attributes**

The Board is seeking leaders and creative thinkers to help shepherd the Company while it continues its current programs and embarks on expansion for the future. As such, the Board is seeking individuals for several Board and committee positions. The Company invites qualified candidates to apply to the Nominating and Governance Committee of the Board. The Company is also seeking the following attributes and expertise:

- Professional theatre industry knowledge
- Governance
- Not-for-profits
- Financial management
- Business management
- Strategic planning
- Experience as a committee chair
- Fundraising experience
- Time to commit to approximately one board meeting and one committee meeting per month, all as required.

#### **Prerequisites**

Annual membership in good standing with Hamilton Festival Theatre Company, a fee of \$30 annually. 18 years of age or older.

## Application

Individuals who are interested in taking on this exciting volunteer board position that promotes theatre arts in Hamilton, Ontario, are invited to apply. Board members may not receive financial compensation. Please send the following information to Heather Kanabe, Executive Director of Hamilton Festival Theatre Company, [heather@hamiltonfringe.ca](mailto:heather@hamiltonfringe.ca)

1. A cover letter describing why you would like to join the Board of the Company setting out your contact information and contact information for three references.
2. A CV highlighting your experience and qualifications including:
  - Theatre industry/business experience
  - Academic qualifications
  - Experience that would assist the Board
  - Board experience
  - Community and/or volunteer activities for minimum of five years

*We thank all applicants for their interest; however only those selected for an interview will be personally contacted.*

*The Company is an equal opportunity employer. The Company encourages Board applications from all qualified persons including persons with disabilities, applicants who identify as members of the BIPOC communities, and persons across the spectrum of sexual orientation and gender identities.*