



## **Mocean Dance Job Posting - Interim Artistic Producer**

**Application Deadline: July 31, 2020**

Mocean Dance, a professional contemporary dance company based in Kjiipuktuk/Halifax, Nova Scotia, is seeking an **Interim Artistic Producer (IAP)** to cover a maternity leave for one of Mocean's two Co-Artistic Directors. The IAP will work collaboratively with the Co-Artistic Director, Administrative Associate and the Board of Directors to implement the current and upcoming seasons, in line with Mocean's artistic vision. Arts administrators, arts general managers and dance artists with administrative experience are encouraged to apply.

The **Interim Artistic Producer** will be focused on providing support in the areas of:

- Project, tour and production management
- Professional Development
- Education, Outreach and Community Engagement

They will also provide support to the staff in the areas of:

- Grant applications and reporting
- Marketing and communication
- Fundraising and revenue generation

The ideal candidate should possess a university or community college degree, or relevant professional experience.

**Other requirements include:**

- Excellent computer skills and proficiency in MS Office, Google Suite
- Excellent written and verbal communication skills
- Experience in program development and implementation, grant writing and report writing
- Attention to details and strong analytical and research skills
- Ability to work both independently and as a team player
- Ability to learn new processes and systems quickly
- Time management and ability to prioritize, manage multiple tasks, and meet tight deadlines
- Exceptional work ethic, interpersonal skills, and professionalism
- Knowledge and understanding of the arts and the nonprofit sector

Knowledge and experience in contemporary dance and in particular the Atlantic Dance community, experience with community work, inclusion and diversity training, familiarity with website and social media marketing; non-profit board experience; valid Driver's license and access to a vehicle when required, and knowledge of both written and spoken French; as well as specialized training in arts administration will be considered assets.

Professional dance artists with experience in arts administration are encouraged to apply. In addition to the above responsibilities, there is an option to participate in artistic activities as part of the job responsibilities and can be tailored to the individual's interests and skill sets.

Possible activities include: performing, teaching, rehearsal direction, mentorship. Applicants are encouraged to outline their artistic skill sets in their applications. Some flexibility to the work schedule may be available to artists who are already committed to artistic projects during the tenure of this contract.

We welcome and strongly encourage people from all communities and intersecting identities to apply. This includes Indigenous people, LGBTQ+ & Two-Spirit people, Black people and people of colour.

### **Position Details**

**Salary:** Commensurate with the experience of the chosen candidate. Expected to be in the range of \$35,000- \$40,000. Health benefits package also available.

### ***Terms of Employment***

- This position will be full time, 35 hours a week, flex time, for 52 consecutive weeks, plus 1-2 week paid training
- Dates: Late September 2020 - Early October 2021
- This position is based in Halifax, Nova Scotia but may involve working throughout the HRM and province of Nova Scotia.

### **How to apply**

Please send a cover letter and CV to Deanna Johnston at [office@moceandance.com](mailto:office@moceandance.com)  
Deadline: Friday, July 31, 2020

We thank all candidates for their interest. However, only those selected for an interview will be contacted.

# MOCEAN DANCE

## ABOUT MOCEAN DANCE

Mocean Dance is an award-winning contemporary dance company based in k'jipuktuk/Halifax, Nova Scotia. Led by Co-Artistic Directors Susanne Chui and Sara Coffin, Mocean commissions Canadian and international choreographers to create dance that is highly physical, collaborative, and technically and emotionally rich. Recognized nationally as a leading dance company from the Atlantic region, the company was honoured with The Lieutenant Governor of Nova Scotia Masterworks Art Award in 2016 for Canvas 5 x 5, which was the first time this esteemed provincial award was given to a Nova Scotia dance work. Founded in 2001 by Carolle Crooks Fernando, Sarah Rozee, Sara Harrigan, Alicia Orr MacDonald, and Lisa Phinney Langley, and a resident company of Halifax Dance since 2002, Mocean is committed to its home base in Nova Scotia, contributing to the province's dance and arts community by providing opportunities for creation, performance, collaboration, development and education. [www.moceandance.com](http://www.moceandance.com)

*Mocean Dance creates, collaborates, and performs in Mi'kma'ki, the ancestral home and unceded territory of the Mi'kmaq people. We have gratitude for this land, and respect and appreciation for its many generations of caretakers. As an organization, we commit to learning what it means to be Treaty People who move forward together in peace and friendship.*