



**The
Montgomery**

The Montgomery
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Director

Job Description

MAIN PURPOSE OF ROLE:

To provide strong, dynamic and inspirational leadership for The Montgomery, working to ensure the organisation meets its charitable objectives and delivers against the strategic vision for the venue.

Reports to: Chair of Trustees

Line Management responsibilities: General Manager and overall leadership of the staff team.

KEY RESPONSIBILITIES:

Strategy

- To provide inspirational and strategic leadership for our vision for The Montgomery.
- To develop and implement the Business Plan to achieve the organisation's charitable, artistic and business objectives, with particular emphasis on financial sustainability.
- To develop a dynamic, creative, integrated programme of work that appeals to a broad range of audiences (including agreed specific target audiences) across Sheffield, balancing both the artistic and commercial needs of the organisation.

Fundraising

- To develop and implement a long term, structured Fundraising Strategy for The Montgomery, including a full range of income streams, in order to maintain and develop the charitable objectives of the organisation.
- To act as a fundraising ambassador for the organisation, building and nurturing funding partnerships.

Capital Project

- To lead the delivery of the evolving redevelopment project, including planning and fundraising, to ensure our city centre building meets the needs of our users, audiences and partners for many years to come.

Building Partnerships

- To create, develop and maintain partnerships with creative organisations, community theatre groups, customers, stakeholders, funders, city leaders and influencers.

- To ensure The Montgomery establishes and maintains a strong presence within the creative and business community of Sheffield.

Management

- To maintain and develop planning disciplines and communications throughout The Montgomery to ensure that all events, performances and activities successfully take place as contracted and scheduled.
- To work with and support the staff team to explore and fully realise the artistic and commercial opportunities for The Montgomery.
- To oversee the management of finance, administration, marketing, theatre and events operations of The Montgomery.
- To ensure and deliver timely and accurate reporting to the Board of Trustees, Companies House, the Charity Commission and other statutory bodies.

General

- Any other reasonable duties as assigned by the Chair of Trustees.
- To support and implement the Company policies relating to health and safety, safeguarding, employment and equal opportunities.
- To support and champion the agreed values of The Montgomery. (See below)

Our Values

- **Honesty:** We build trust through transparency and ethical choices.
- **Care:** We show care and respect for all by being welcoming, warm and kind.
- **Collaboration:** We respond to the needs of our partners by listening and embracing ideas with a willingness to adapt.
- **Courage:** We follow our hearts to work with initiative, enthusiasm, passion and dedication towards a common goal that builds on our history.