



CALL FOR SUBMISSIONS

ASSOCIATE ARTISTIC PRODUCER

Geordie Theatre is currently seeking candidates for the position of Associate Artistic Producer.

Geordie is an award-winning professional theatre company that has presented live English-language productions for young audiences in Quebec and beyond since 1980. Currently led by Cree artist Jimmy Blais, Artistic Director, Geordie is one of the first non-culturally specific theatre companies in Canada with Indigenous leadership.

We reach approximately 50,000 young people and their communities annually through our 2Play Tour, Mainstage Series, Geordie Theatre School, and the development of new work for young audiences.

A major current priority is supporting and advancing our Indigenous artistic programming while deepening reciprocal relationships with Indigenous artists, youth, educators, schools, organizations, and communities throughout Quebec and beyond.

For more information about Geordie Theatre, please visit www.geordie.ca.

PHILOSOPHY OF INCLUSION

Geordie Theatre is committed to creating an organization and artistic practice in which Indigenous, Black, racialized, disabled, 2SLGBTQIA+, and other historically marginalized artists and communities have meaningful access, agency, and leadership.

SUMMARY OF POSITION

The Associate Artistic Producer works closely with Geordie Theatre's Artistic Director to support and advance the company's Indigenous artistic programming, helping provide continuity across current projects, artistic development, and community relationships while contributing to selected areas of Geordie's broader artistic programming.

At the centre of this position is relationship-building. The Associate Artistic Producer will help Geordie develop artistic and educational activities through listening, collaboration, and sustained engagement with Indigenous artists and communities.

While a significant focus of the position will be Geordie's Indigenous artistic programming, the Associate Artistic Producer will also bring this community-engaged approach to other areas of Geordie's work. When developing projects rooted in a particular culture, community, identity, or lived experience, they will help build relationships with the people represented in the work and create opportunities for their perspectives to inform its development.

The role will also support dialogue and intercultural exchange across Geordie's programming, helping create spaces where young people can encounter stories, perspectives, histories, and lived experiences beyond their own through theatre.

The position combines community engagement, artistic producing, artist relations, dramaturgy, new work development, project coordination, and program development.

The Associate Artistic Producer works under the direct supervision of the Artistic Director and collaborates with the Executive Director, Theatre School Creative Director, Development Manager, production staff, artists, educators, and community partners.

MAIN RESPONSIBILITIES

INDIGENOUS ARTISTIC PROGRAMMING & COMMUNITY ENGAGEMENT

- Work alongside the Artistic Director to support the ongoing development and delivery of Geordie's Indigenous artistic programming.
- Help manage and coordinate current projects, keeping artistic development, community relationships, timelines, and next steps moving forward.
- Build and maintain respectful, reciprocal relationships with Indigenous artists, youth, educators, schools, Elders, cultural organizations, and community partners.
- Listen to community priorities and help identify ways Geordie can meaningfully collaborate and contribute.
- Help develop artistic and educational activities with communities rather than simply delivering programming to them.
- Maintain consistent communication and follow-through with community partners.
- Help identify opportunities for Indigenous youth and community members to participate meaningfully in artistic development and programming.
- Explore opportunities for workshops, residencies, school activities, intergenerational programming, performances, and other community-led initiatives.
- Work with Geordie's Theatre School Creative Director on Indigenous community-based education and teacher-training initiatives.

COMMUNITY-ENGAGED ARTISTIC DEVELOPMENT & INTERCULTURAL EXCHANGE

- Bring a community-engaged approach to projects rooted in specific cultures, communities, identities, or lived experiences.
- Help build relationships with communities represented in Geordie's artistic work and create opportunities for their perspectives to inform its development.
- Support programming that encourages meaningful dialogue and intercultural exchange.
- Work with artists, educators, and community partners to support thoughtful conversations around identity, culture, belonging, racism, colonialism, reconciliation, and shared futures.
- Help ensure culturally specific work is developed with care, appropriate consultation, and meaningful community involvement.
- Gather feedback from artists, youth, educators, and community partners and bring that learning back into Geordie's artistic process.

ARTISTIC PRODUCING & ARTIST RELATIONS

- Support the Artistic Director in maintaining strong relationships with playwrights, actors, directors, designers, facilitators, and other artistic collaborators.

- Act as a point of contact for artists on assigned projects.
- Help coordinate readings, workshops, auditions, casting processes, development sessions, and other artistic activities.
- Coordinate schedules, artist communication, materials, workshop logistics, and follow-up.
- Track artistic deadlines, development milestones, and agreed next steps.
- Help identify artists and creative collaborators for future projects and development opportunities.

ARTISTIC DEVELOPMENT & DRAMATURGY

- Participate in creative conversations with the Artistic Director about work in development and potential future projects.
- Read selected scripts and works in development and provide artistic and dramaturgical feedback.
- Participate in readings, workshops, and other development processes.
- Support playwrights and artists through development processes in collaboration with the Artistic Director.
- Contribute ideas around commissions, adaptations, new work, artists, partnerships, and future programming.
- Research artists, plays, and artistic opportunities that may be of interest to Geordie.

PROJECT COORDINATION & PROGRAM DEVELOPMENT

- Maintain project schedules, workplans, meeting notes, contact information, and development records for assigned projects.
- Coordinate practical next steps arising from artistic and community meetings.
- Help keep artists, staff, educators, and community partners informed of relevant timelines and responsibilities.
- Assist with project budgets, reporting, evaluation, and documentation as required.
- Work with the Artistic Director, Development Manager, and Executive Director to identify funding opportunities related to Indigenous programming and assigned artistic projects.
- Lead or contribute to selected grant applications related to projects within their portfolio.
- Help document the artistic, community, and intercultural impact of Geordie's programming.

QUALIFICATIONS

We are looking for someone with a combination of artistic, organizational, and relationship-building skills. Relevant experience may come from theatre, community arts, producing, dramaturgy, new work development, education, cultural programming, or related fields.

The successful candidate will ideally bring:

- An understanding of Indigenous arts, communities, cultural protocols, and reciprocal relationship-building.
- A strong interest in community-engaged artistic practice and intercultural exchange.
- Strong artistic instincts and the ability to participate thoughtfully in creative and dramaturgical conversations.
- The ability to build and maintain respectful relationships with artists and community partners.
- Strong organizational, communication, and follow-through skills.
- Strong English written and oral communication skills.

Experience working with youth, schools, grant writing, casting, touring, production, or arts funding is an asset. Bilingualism in English and French is also an asset.

Indigenous applicants are strongly encouraged to apply.

We recognize that the right candidate may not have formal experience in every area listed above. Applicants are encouraged to tell us how their artistic practice, professional experience, community relationships, lived experience, and transferable skills would prepare them for this position.

WORKING CONDITIONS

Hours: 20 hours per week

Salary: \$24/hour

Term: Two-year fixed-term position

Work model: Hybrid, with regular in-person availability at Geordie's Montreal office and flexibility to work remotely.

Schedule: Hours may fluctuate around workshops, community activities, artistic development periods, and funding deadlines.

Travel: Occasional travel to partner schools and communities may be required.

Start date: September 2026, or as soon as possible thereafter.

HOW TO APPLY

Please submit:

- A cover letter outlining your interest in the position and relevant experience.
- A current résumé.
- The names and contact information of two professional references.

Please submit written materials together in one PDF file labelled with your first and last name.

VIDEO OR AUDIO APPLICATIONS

If a video or audio application better represents your voice and experience, we welcome this format instead of a written cover letter.

We ask that audio and video applications be kept under three minutes. If this creates an accessibility barrier, please use the length of time that best suits your needs.

Please include a résumé and references with your application.

Submit applications to:

Jimmy Blais
Artistic Director
jimmy@geordie.ca

APPLICATION DEADLINE

Sunday, August 30, 2026 at 11:59 p.m. Eastern Time.

We thank all applicants for their interest. Only candidates selected for an interview will be contacted.

Geordie Theatre is dedicated to promoting access, inclusion, and equity in the theatre industry and to actively working to eliminate systemic barriers.

We encourage applications from Indigenous, Black, racialized, disabled, 2SLGBTQIA+, and other historically underrepresented communities and welcome applicants to self-identify in any way that feels comfortable to them.

Accommodation is available throughout the application and interview process. Applicants may contact us to discuss access needs or alternative application formats.