



425 Lafayette Street  
New York, NY 10003

## DIRECTOR OF HUMAN RESOURCES

As the nation's foremost theatrical producer of Shakespeare and new work, The Public Theater is dedicated to developing an American theater that is accessible and relevant to all people. The Public fulfills this mission through productions of challenging new plays and musicals, and innovative stagings of the classics that achieve the highest standards of artistic excellence. In service of its mission, The Public Theater has developed three pillars of programming: performances of new works, classics and diverse performance artists on its stages; artist and new play development programs that support a diverse group of artists at all stages of their careers; and pioneering community engagement initiatives dedicated to radical access.

Each season, The Public Theater produces an average over 1,000 performances on five principal stages at its downtown home on Lafayette Street, plus over 700 performances at Joe's Pub and more than 60 performances of Free Shakespeare in the Park, The Public's signature program, at the Delacorte Theater in Central Park. These performances, which encompass a breadth of artistic, aesthetic and social experiences, serve over 350,000 artists, students and theatergoers annually. The Public Theater's commitment to the creation of new work for the field is an institutional priority to which The Public dedicates incredible resources annually. The institution has also fostered countless productions that have dared to tackle controversial issues eschewed in the mainstream arena.

The Public Theater has won 59 Tony Awards, 170 Obie Awards, 53 Drama Desk Awards and six Pulitzer Prizes. The Public has brought 64 shows to Broadway, helping to redefine the role of nonprofit theater as an incubator of new work. During spring 2015, The Public served as the originating producer of the blockbuster hit *HAMILTON*, which has received critical acclaim and unprecedented media attention, bringing renewed national awareness of The Public and the work it produces.

Today, The Public builds upon its trailblazing foundation by regularly establishing and expanding programs that challenge the very definition of theater in contemporary society. Most recent examples include Public Works, an innovative program that partners with social service organizations from all five boroughs to restore and build community through workshops, classes, theatrical experiences and large-scale works of participatory theater; and Public Forum, which places theater at the center of conversations with leading voices in arts, law, politics and media.

Reporting jointly to the Executive Director Patrick Willingham and to the Chief Financial Officer Patricia Huie, The Public Theater seeks an experienced Director of Human Resources who will be directly responsible for the overall management of the Human Resources Department, including setting the strategic direction of the human resources function and ensuring its alignment with organizational goals. The Director of Human Resources is principally charged with professionalizing and strategically positioning The Public's human resources function, which has developed organically as the organization has grown. The Public has more than doubled in staff size during the past seven years and projects additional staff expansion of approximately 50 percent over the next several years, including many mid-level management roles. The Director of Human Resources must model forward thinking and an ethos of servant leadership while playing a central role in guiding The Public through an ongoing period of considerable organizational change, as it simultaneously maintains an exceptionally high level

of fast-paced, dynamic activity. S/he must critically assess human resources processes, procedures, and organizational design, and formalize these key elements, while leveraging industry best practices and prioritizing efficiency, integration of contemporary technological tools and strategic engagement of internal partners.

**Requirements:**

- Ability to work in an extremely fast-paced, creative environment.
- Genuine enthusiasm for and commitment to The Public Theater’s mission, history and ground-breaking productions and programs.
- Bachelor's degree required; master’s degree with a specialty in HR management and professional certification preferred.
- Minimum of 15 years of relevant, progressive HR experience, preferably in a nonprofit or performing arts environment. At least five years of experience managing the HR function of a complex organization and leading a team of HR professionals.
- Talent acquisition experience across a broad range of leadership roles and with a strong emphasis on attracting diverse talent at all levels.
- Proven ability to prioritize and balance complex challenges and an array of constituent needs.
- Demonstrable success in managing change, with a thorough, detailed and wide-ranging perspective on the impacts of change on organizational culture and community.
- Experience in building and enhancing programs, particularly in the areas of orientation and training, diversity recruiting, compensation and benefits, and talent management, and in implementing such programs and monitoring their effectiveness across multiple sites.
- Excellent data management and reporting skills coupled with strong analytical experience.
- Expert knowledge of HR systems, processes and regulatory obligations. Familiarity with compensation and benefits administration.
- Formal coursework or training in contemporary equity, diversity and inclusion concepts and issues. A record of implementing best practices in equity, diversity and inclusion within a complex organization.
- Technical skills: competence with the Microsoft Office suite, especially Excel and PowerPoint; familiarity with databases; experience in overseeing technological and IT improvements related to HR processes.

The Public is committed to creating a diverse and inclusive environment and is proud to be an equal opportunity employer. Applicants from populations underrepresented in the theater field are strongly encouraged to apply. All qualified applications will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, familial status, sexual orientation, national origin, ability, age, or veteran status.

This is an Exempt position, according to the Fair Labor Standards Act. Position is available immediately.

The Public Theater has retained Diversified Search to assist in this confidential search processes. Inquiries, nominations, and applications (current resumes and cover letters) should be directed electronically to:

Gerard F. Cattie, Jr.  
Managing Director  
Diversified Search

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