



## Aurora Theatre Executive Director Opportunity Overview

Aurora Theatre is seeking a dynamic and visionary Executive Director to help lead one of Georgia's premier professional theatres into its next chapter of growth, stability, and community impact.

Located at the Lawrenceville Arts Center in the heart of downtown Lawrenceville, Aurora Theatre serves more than 100,000 visitors annually through theatre productions, educational programming, community engagement initiatives, and special events. Aurora is recognized as one of the largest professional theatres in Georgia and continues to play a major role in the cultural and economic vitality of Gwinnett County and the region.

This leadership opportunity is ideal for a collaborative and entrepreneurial executive who is passionate about the arts, organizational sustainability, fundraising, and community partnerships. The Executive Director will work closely with the Artistic Director, Board of Directors, staff, donors, civic leaders, and community stakeholders to strengthen Aurora Theatre's long-term financial health and organizational impact.

### Compensation & Benefits

**SALARY:** \$80,000–\$100,000, commensurate with experience and demonstrated fundraising and revenue-development success.

Aurora Theatre offers a comprehensive benefits package designed to support employees both personally, and professionally.

### BENEFITS INCLUDE:

- Medical, dental, and disability coverage
- Optional vision, supplemental, and life insurance
- Retirement plan options with company match opportunities
- Paid time off
- Flexible working environment
- Ongoing professional development and career training
- Employee discounts and FREE admission to shows and more!

Aurora Theatre is committed to building an inclusive, collaborative, and creative workplace where all voices are valued. We encourage candidates from diverse backgrounds and experiences to apply.

This is an exciting opportunity for a leader who wants to help shape the future of a growing regional arts organization while working alongside a deeply engaged board, strong artistic leadership, and a passionate community of supporters.



**TO APPLY:** Please send resume and cover letter, salary requirements, including names and phone numbers of 3 references to [auroraboardchair@auroratheatre.com](mailto:auroraboardchair@auroratheatre.com)

Amanda Sutt  
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## Executive Director (ED)

**Reports to:** Board of Directors

**Primary Focus:** Financial Sustainability + Revenue Growth + Organizational Leadership

### ROLE SUMMARY

The Executive Director serves as the chief executive leader of Aurora Theatre, responsible for **financial sustainability, fundraising, and organizational leadership**. This role drives revenue growth through donor development, sponsorships, and strategic partnerships while ensuring strong operations, team alignment, and long-term organizational health.

The Executive Director works in close partnership with the Artistic Director to align business strategy with artistic vision and community impact.

### KEY RESPONSIBILITIES

#### Leadership & Strategy

- Provide clear, accountable leadership across the organization
- Partner with the Artistic Director to align vision, strategy, programming, and financial goals
- Lead long-term planning to ensure sustainability and growth
- Build a strong, aligned, and accountable internal culture

#### Revenue & Fundraising (Core Responsibility)

- Lead and responsible for all fundraising, sponsorship, and revenue development efforts
- Cultivate and secure major donors, corporate sponsors, and strategic partners
- Build and manage a sustainable development pipeline
- Partner with the Board to activate fundraising and expand giving
- Align contributed revenue (donors/sponsors) with earned revenue (ticket sales and audience growth)

#### Operations & Finance

- Oversee day-to-day operations across all departments
- Ensure strong financial management, budgeting, and forecasting
- Build and maintain efficient internal systems and processes
- Oversee facility operations, maintenance planning, and long-term management of the venues occupied by the Theatre in coordination with key partners, including the City of Lawrenceville
- Ensure compliance with nonprofit, employment, and financial regulations

#### External Relations & Board Partnership

- Serve as the primary liaison to the Board, ensuring alignment on strategy, performance, and fundraising
- Lead and manage the Theatre's relationship with key civic partners
- Act as a public-facing ambassador for the organization
- Strengthen relationships across donors, community leaders, and regional partners



**Success Metrics**

- Growth in fundraising, sponsorship, and overall revenue
- Financial stability and responsible budget management
- Strong board engagement and participation in fundraising
- Productive and stable relationship with the civic partners
- Clear internal alignment, accountability, and team performance

**QUALIFICATIONS:**

- 8+ years of leadership experience in nonprofit, arts, or related organizations
- Demonstrated success in fundraising, sponsorship development, and revenue growth
- Strong financial acumen, including budgeting and forecasting
- Experience building partnerships with civic, corporate, and community stakeholders
- Proven ability to lead teams and drive organizational alignment
- Passion for the arts and its role in the community