

**DUN  
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SCOTTISH  
DANCE  
THEATRE



# Dundee Rep and Scottish Dance Theatre

## Executive Director

Application Pack

# 1 Welcome from Dr Susan Hetrick, Chair of the Board of Trustees

Dundee Rep and Scottish Dance Theatre

## Thank you for your interest in the role of Executive Director at Dundee Rep and Scottish Dance Theatre (DRSDT).

**This is a pivotal and exciting moment in our journey. We are immensely proud of our rich history and bold artistic legacy – and we are now looking for an exceptional individual to help lead us into the future.**

We are seeking a visionary, collaborative, and values-led leader – someone who brings strategic clarity, commercial awareness, and a deep belief in the power of the arts to inspire, connect, and transform lives. Whether you have held an Executive Director role before or bring significant senior leadership experience from a comparable context, what matters most is your ability to lead with purpose, empathy, and integrity.

As Executive Director, you will be responsible for the overall strategic, operational, and financial leadership of the organisation. You'll work in close partnership with the Artistic Director of Dundee Rep and the Board of Trustees to ensure DRSDT continues to thrive – artistically ambitious, financially sustainable, and deeply rooted in the communities we serve.

Within our organisational structure, the Executive Director and the Artistic Director of Dundee Rep Theatre report directly to the Board of Trustees. The Artistic Director of Scottish Dance Theatre reports to the Executive Director. These roles work together as a forward-thinking team to deliver bold artistic vision and operational excellence.

We are seeking a leader who brings commercial acumen, a deep commitment to collaboration, and a passion for the transformative power of the performing arts. You will be comfortable with financial oversight, income generation, and business planning, and you will be energised by the opportunity to champion work that connects with audiences and communities in meaningful ways. And above all, you will champion work that is relevant, inclusive, and reflective of the world around us.

At DRSDT, our values are central to everything we do. We are committed to creating a welcoming and inclusive culture, where diverse perspectives and lived experiences are not only respected but actively sought out. We want everyone – artists, audiences, and staff alike – to feel a true sense of belonging in our spaces. We therefore warmly welcome applications from candidates from the broadest range of backgrounds and experiences.

This recruitment pack provides further details about the role, our organisation, and how to apply. We hope it gives you a clear sense of the opportunity ahead – and the energy, ambition, and heart that define Dundee Rep and Scottish Dance Theatre.

If this opportunity excites you – and you believe you have the leadership, insight, and passion to help shape the future of one of Scotland's most dynamic cultural institutions – we would be delighted to hear from you.

**Best wishes**

**Dr Susan Hetrick**

## 2 We are Dundee Rep and Scottish Dance Theatre /

**Driven by the belief that creative experiences are essential to life, we have been crafting meaningful human connections through the arts for nine decades.**

**Our story is one of people: artists, creatives, staff, participants, and audiences. Our mission is driven by a commitment to being welcoming, collaborative, and always learning from people and experiences.**

Nestled in the cultural heart of Dundee, we stand as Dundee's heartbeat of creativity. Together, Dundee Rep Theatre and Scottish Dance Theatre create and present works for local, national, and international audiences, with education at our core. Dundee Rep Theatre, a leading force in Scottish theatre, has produced numerous acclaimed and award-winning productions, including the Scottish premiere of the Pulitzer Prize-winning *August: Osage County*, the Scotsman Fringe First winner and Musical Theatre Review's Best Musical at Edinburgh Fringe 2024 *A History of Paper*, the world premieres of musicals *No Love Songs* and *Oor Wullie*, and the 80th Anniversary season world premiere of Peter Arnott's *Tay Bridge*.

Scottish Dance Theatre, founded as a grassroots community company in 1986, has evolved into Scotland's flagship contemporary dance company. Rooted in Dundee, a city with a proud industrial heritage and surrounded by nature, farming, and fishing communities, we are dedicated to our art form and the people we share it with. We collaborate with artists worldwide, bringing our work to remote village halls in the Scottish Highlands, opera houses in South America, art festivals in Europe, and local schools, prisons, and shopping centres.

At Dundee Rep and Scottish Dance Theatre, we believe high-quality artistic and creative experiences should be accessible to all. Our dedicated Engage team builds local and national partnerships, fostering learning, creativity and community performance. For 30 years, we have been one of only two UK theatres providing dramatherapy for adults and families, offering therapeutic mental health support in a creative, non-clinical environment.

Our impact is profound and far-reaching, extending locally, nationally, and internationally. Together, we are bringing Dundee to the world, shaping a vibrant cultural landscape that celebrates the power of the arts to transform lives and foster meaningful connections.



## 3 2025 Season Overview /

**Dundee Rep and Scottish Dance Theatre proudly unveil an ambitious 2025 season that reaffirms their role as leading voices in Scotland's cultural landscape.**

**With a strong focus on creativity, community, and innovation, the year's programme features bold premieres and celebrated returning works that reflect the company's drive to entertain, inspire, and engage.**

At the heart of the season is *Make it Happen*, a landmark co-production with the National Theatre of Scotland and the Edinburgh International Festival. This biting satire, penned by James Graham and directed by Artistic Director Andrew Panton, marks the long-awaited return of Brian Cox to the Scottish stage. Alongside this, a fresh staging of *Doubt: A Parable* and a revival of Tennessee Williams' *The Glass Menagerie* highlight Dundee Rep Theatre's continued commitment to world-class drama.

Scottish Dance Theatre brings the vibrancy of Dundee to stages across Scotland and the world with the return of *Pirates!* and international touring of the acclaimed double-bill *The Flock & Moving Cloud*. Community-driven work also takes centre stage with *All Will Be Well*, a musical celebration of Michael Marra's legacy, performed by over 100 local artists.

With a full slate of exciting productions, international collaborations, and community engagement – including dramatherapy and creative learning – Dundee Rep and Scottish Dance Theatre continue to set the standard for inclusive, transformative arts practice. Our 2025 season exemplifies an organisation that not only creates exceptional work but nurtures the cultural heartbeat of Dundee, Scotland and beyond.

**Watch our season trailer [here](#).**



## 4 Strategic Framework /

**In 2023 we agreed a new Strategic Framework for Dundee Rep and Scottish Dance Theatre.**

### **WHY** (Our Purpose)

**We believe creative experiences matter in life; creating meaningful human connection is what we do. This has been our driving mission for nine decades.**

### **HOW**

**We achieve this by being welcoming, collaborative, and always learning from people and experiences.**



# WHAT

**Our strategic aims shape everything we do, ensuring we stay relevant and impactful:**

## **Artistic and Community Development**

We collaborate with local, national, and international communities to create, design, and deliver high-quality dance, music, and theatre programmes. These activities are designed to meet community needs, offering opportunities to experience enriching art for personal well-being, collective enjoyment, and cultural engagement.

## **Business Operations and Sustainability**

We develop and implement a financially robust business model with diverse income streams, including the commercial use of our activities and intellectual property. Our focus on audience-centric programming aims to boost attendance, forge new partnerships, and optimise resources for sustainable growth.

## **Environmental Sustainability**

We lead by example in demonstrating how culture can contribute to an environmentally sustainable future, guided by principles of climate justice. Sustainability practices are embedded across all our operations to minimise environmental impact.

## **Equality, Diversity, and Inclusion**

We prioritise equitable access to our activities and services, striving to champion social and racial justice initiatives.

## **Primary Activities**

- Producing and presenting professional theatre, dance, and music experiences locally, nationally, and internationally.
- Hosting performances and events at Dundee Rep Theatre by external companies.
- Offering creative engagement experiences to the public.
- Providing hospitality and commercial services.
- Tailoring creative engagement activities to specific groups with therapeutic or social justice objectives.
- Providing development opportunities for artists, sector professionals, and individuals in training.

By focusing on these strategic goals and core activities, Dundee Rep and Scottish Dance Theatre aim to continue shaping and enriching the cultural landscape for years to come.

**You can find out more about our full range of activities in our Annual Review.**

## 5 Finances

**Dundee Rep and Scottish Dance Theatre Limited operate a balanced model of public, earned, and contributed income.**

**The organisation is core funded by Creative Scotland, and achieved a substantial increase in the 2025-28 Multi-Year Funding Programme.**

Public funds allow the organisation to effectively engage with communities and employ over 80 talented colleagues. We are also grateful to Dundee City Council for their investment.

During 23/24, the organisation generated £4.2m in income with expenditure of £4.3m. **Full accounts can be viewed [here](#).** After deficit budgets during Covid and recovery, in 25/26 the organisation will achieve a balanced budget alongside a full, ambitious season of work – turnover will be over £4.3m.

The organisation is supported by £1.3m in unrestricted reserves in 25/26.

The combination of key public funders, along with the generosity of supporters and loyalty of audiences, means the organisation is in a strong position to deliver its strategy and develop the business model.

During the next three years, the organisation expects to grow its traded and contributed income as its model evolves.



## 6 Job Role /

### Job Title

**Executive Director**

### Reports To

**Chair of the Board of Trustees**

### Location

**Dundee**

### Salary

**£85k to £95k per annum depending on experience**

### Purpose

The Executive Director provides strategic, financial, and operational leadership for Dundee Rep and Scottish Dance Theatre. Working in close partnership with the Artistic Directors of both Dundee Rep Theatre and Scottish Dance Theatre, and the Board of Trustees, the Executive Director ensures that DRSDT delivers on its artistic ambitions while operating as a sustainable, resilient and values-led organisation.

This is a unique opportunity to lead a dynamic and integrated cultural institution that is home to two world-class artistic companies and a nationally respected creative engagement programme.



## Key Responsibilities

### Strategic Leadership and Vision:

- Producing and presenting professional theatre, dance, and music experiences locally, nationally, and internationally.
- Champion an integrated organisational ethos that supports and celebrates both art forms while reinforcing DRSDT's unified identity and purposes.
- Lead on organisational design and resilience planning, ensuring DRSDT can thrive in a fast-changing cultural and funding landscape.
- Work collaboratively with the Artistic Director of Dundee Rep Theatre to lead the artistic planning and strategy work for the Organisation, together working in close collaboration with the Artistic Director of Scottish Dance Theatre and the Associate Director(s) for Engage to align strategic, operational, and artistic goals.
- Lead by example and work in collaboration with the Leadership Team and all colleagues at DRSDT.

### Governance and Management:

- Along with the Artistic Director of Dundee Rep Theatre, act as the principal interface with the Board of Trustees, ensuring strong governance and timely reporting to the Board and subcommittees.
- Along with the Artistic Director of Dundee Rep Theatre, support the Board's engagement with a unified programme of theatre, dance and engagement activity with regular moments for the Board to engage directly with the Artistic Director of Scottish Dance Theatre and the Associate Director(s) for Engage, as appropriate.
- Ensure compliance with all statutory, regulatory, and legal obligations.
- Lead on financial and business planning and management, in close collaboration with the Director of Finance & HR as well as the Leadership Team for the Organisation.
- Lead the development and oversight of annual budgets and long-term financial planning, in close collaboration with the Director of Finance & HR and together collaborate with the senior Leadership Team.
- Manage and monitor robust financial controls and reporting systems to support informed decision-making in close collaboration with the Director of Finance & HR and the Leadership Team as required.
- Ensure the organisation operates efficiently and within its financial means, building reserves and long-term sustainability, in close collaboration with the Director of Finance & HR as well as the Leadership Team.



## Partnerships and Fundraising

- Lead and develop strategic partnerships across public, private, and philanthropic sectors. In close collaboration with senior development colleagues.
- Ensure strong relationships with key funders, including Creative Scotland and Dundee City Council, and support the fulfilment of reporting and funding requirements.
- Actively pursue new income streams, sponsorships, and philanthropic partnerships, supporting major donor relationships and funding bids.

## Artistic Collaboration and Advocacy

- Work in partnership with the Artistic Director of Dundee Rep Theatre to deliver high-quality, impactful work that resonates with diverse audiences locally, nationally, and internationally.
- Work closely with Scottish Dance Theatre and the company's Artistic Director, overseeing the company's business and financial affairs.
- Act as an advocate and ambassador for DRSDT in Scotland and beyond, representing the organisation with funders, stakeholders, and industry peers.

## Public Profile and Engagement

- Be a visible, articulate, and persuasive spokesperson for the organisation.
- Build meaningful relationships with the communities DRSDT serves, ensuring DRSDT remains connected, relevant, and accessible.



## 6.1 Person Specification /

### Essential

- Significant senior leadership experience in the cultural, creative, or not-for-profit sector, ideally with experience at Executive Director or equivalent level.
- Proven ability to develop and deliver strategic plans in complex, multi-stakeholder environments.
- A strong track record of financial leadership, including oversight of budgets, fundraising, and business development.
- Demonstrable experience of working in partnership with artistic leaders to deliver outstanding creative work.
- A collaborative leadership style with strong interpersonal skills and the ability to inspire and motivate diverse teams.
- Experience of working with or reporting to a board or governing body.
- An understanding of charity governance and the regulatory context for arts organisations.
- Demonstrable commitment to equity, diversity, inclusion, and sustainability in practice.
- Excellent written and verbal communication skills.
- A genuine passion for the performing arts and their impact on communities.

### Desirable

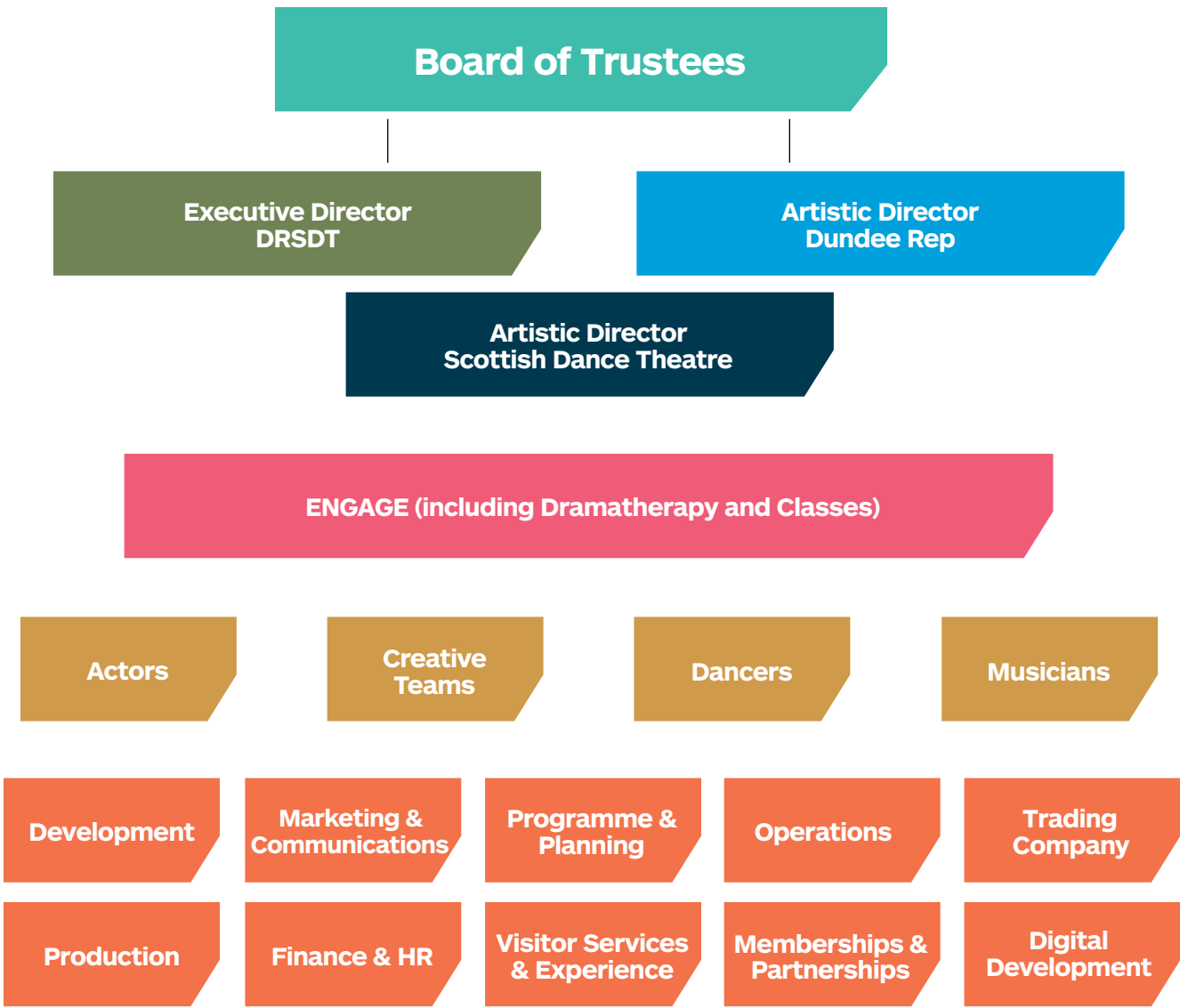
- Experience of leading an organisation with international reach or artistic touring.
- Knowledge of Scottish arts and culture and funding landscape, with a particular focus on theatre and dance.
- Experience of leading capital development.
- Experience of leading major organisational change.



# 6.2 Terms of Employment

Salary	£85k to £95k per annum depending on experience. Salaries are reviewed annually.
Hours	Full-time, 37.5 hours per week. Evening, weekend, and national/international travel required.
Pension	After three months' service, a 3% employer contribution (with a minimum 4% employee contribution).

## ORGANISATIONAL OVERVIEW



# 7 How to Apply /

**If you are excited to explore this opportunity and would be interested in an informal, confidential conversation, please contact Mary Caws, our recruitment consultant, on [edrecruitment@dundeerep.co.uk](mailto:edrecruitment@dundeerep.co.uk)**

## **Equal Opportunities**

Dundee Rep and Scottish Dance Theatre Limited is committed to promoting equality and opportunity in its employment practices. In particular, the Organisation aims to ensure that no potential or actual employee receives more or less favourable treatment on the grounds of race, colour, ethnic or national origins, marital or civil partner status, sex, sexual orientation, gender reassignment, age, disability or religious beliefs.

When you are ready to make an application, please address your application to the Chair and send it by email to [\*\*edrecruitment@dundeerep.co.uk\*\*](mailto:edrecruitment@dundeerep.co.uk) by midday on Friday 16 May, with:

- A two page A4 statement, telling us why you want to be our Executive Director, outlining the skills and experience you would bring to the role, and how these meet the person specification.
- Your CV (max. 2 pages) with the names and contact details of two referees.

Please note that we will not contact referees without your permission. We will acknowledge receipt of all applications.

- Access requirements form can be found **here**.

You can also provide all this Information in a voice note OR in video format. Please contact Paula Salmond on [\*\*edrecruitment@dundeerep.co.uk\*\*](mailto:edrecruitment@dundeerep.co.uk) for further details.

**Deadline for applications: Friday 16 May 12.00pm (midday)**

**First interviews will be held in person in Dundee on Thursday 29 May.**

**Second round interviews will be held in Dundee over 1.5 days on either 6/7 or 20/21 June and will include the opportunity to meet the wider team and get to know our building.**

Please let us know with your application if you are unavailable for this interview date and please note that we will cover any reasonable expense that you incur.