



Director of Operations

DPAC, the award-winning performing arts center located in Durham, North Carolina is not only one of the top-five ranked theaters in America, but also located in one of the five-best regions of the country to live.

- [Raleigh and Durham named 2nd best place to live in the US for 2021-2022, U.S. News & World Report - ABC11 Raleigh-Durham](#)

Operated by a partnership of two of America's great theater management and presenting organizations, Nederlander & Professional Facilities Management (PFM), DPAC is seeking a full time professional for the position of Director of Operations.

This is an excellent opportunity for any Senior Event Manager or Guest Services Manager seeking advancement in their career path.

About DPAC

Since its opening, DPAC (Durham Performing Arts Center) has become the center for live entertainment in North Carolina. Recognized for its contemporary design, DPAC features 2,700 seats, intimate sightlines, and state-of-the-art sound and video. Ranked annually among the top-five theaters in America by three leading national magazines that cover live entertainment events and venues, in 2020 DPAC was among ten U.S. venues nominated for Theatre of the Decade by Pollstar Magazine.

With a mission of presenting one-of-a-kind live entertainment events, DPAC truly has "something for everyone," hosting up to 550,000 guests per year to its 200 to 250 performances. Each season, the stage at DPAC comes alive with spectacular touring Broadway productions, high-profile concert and comedy events, family shows and special events of all kinds.

Constructed in 2008 by the City of Durham, DPAC is managed and operated under a long-term agreement by Nederlander and Professional Facilities Management (PFM).

Since 2011, DPAC has been listed as the #1 performing arts organization in the region by the Triangle Business Journal.

DPAC | CELEBRATE LIVE

123 Vivian Street | Durham, North Carolina 27701 | Phone: (919) 688-3722 | [DPACnc.com](#)



Description

DPAC's **Director of Operations** is a hands-on leader who thrives on taking full ownership and focuses on continuous improvement of service and delivery. This role requires the ability to multi-task while maintaining strict attention to detail. To excel at this position, the Director of Operations must demonstrate a solution-oriented mindset, positivity, optimism, and high energy. Excellent oral and written communication skills are required for this position.

Reporting to the General Manager, the **Director of Operations** is one of six senior leadership positions on the team at DPAC and is responsible for managing all aspects of the functional areas of **Event Staffing, Event Operations** (including set-up, tear down and cleaning), and **Facility Maintenance**.

This position will direct and manage a department of three-fulltime staff and 150 part-time staff in the successful operation, planning and presentation of spectacular touring Broadway productions, high-profile concert and comedy events, family shows and special events of all kinds.

Diversity, Equity, and Inclusion

DPAC is committed to a workplace where everyone is free from bias, prejudice, discrimination, and harassment. The organization strives to ensure a welcoming work environment where everyone belongs and is valued, encouraged & respected for their unique contributions. We are focused on building a culture that acknowledges and values Diversity, Equity, and Inclusion.

Benefits

Benefits include twelve (12) paid holidays, seven (7) paid sick days, a 401K retirement plan, health insurance offered with a generous *employer* paid share of 90% plus additional company paid disability and life insurance.



To Apply

Salary will be based upon work experience and education.

Qualifications: Bachelor's degree from a four-year college or university and at least two years related experience in event planning and directing staff.

Candidates should send a cover letter, resume, references, and salary history to:

Bob Klaus
General Manager
Bklaus@dpacnc.com