

KEN CAMERON
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SELECTED ADMINISTRATIVE EXPERIENCE

Executive Director of the Alberta Playwrights' Network 2001-2006

Responsible for all aspects of the organization, including financial management, book-keeping, supervising all staff, writing all grant applications, administrating the execution of and final reporting on all successful grant projects, reporting to board and supervising all board committees, fundraising and supervising the dramaturgy of plays through the company's play development program.

Highlights over the five years of my work with APN include:

- quadrupling the company's revenues, largely through successful grant applications
- tripling the staff and supervising the work of various staff members
- greatly expanding the company's profile through increased attention to graphic design and promotion
- creating *PlayWorks Ink*, the largest theatre conference and new play showcase in Western Canada
- creating *Ales & Tales*, APN's most successful fundraising event in its 20 year history
- developing and promoting two Alberta radio plays with CBC Radio for national broadcast and distribution throughout the USA
- developing creative partnerships with producing theatres across the province of Alberta
- inaugural Convener of the Playwrights Development Centres of Canada, a national network of APN's sister companies across Canada,
- co-producing *On The Verge* 2004 with the National Arts Centre (Ottawa) and the PDCC, which included envisioning how the partnership could function despite large differences between the individual organizations, deep differences of opinion and the needs of ourselves and a massive bureaucracy such as the NAC
- leading the board through a year-long Program Review and several board retreats in which the mandate, programs and organizational structure of the company was given a thorough review and examination and a new mandate, programs and organizational structure were launched in the fall of 2006
- advocating on behalf of playwrights across the province to federal, provincial and civic governments and granting agencies
- participating in the discussions and advocacy that lead to the creation of the Calgary Arts Development Authority
- participating with CADA's Cultural Facilities Trends and Needs Analysis for Calgary and Area: 2006-2016 committee meetings
- advising many independent artists and small theatre companies on grant writing for their projects
- sitting on a jury for the Alberta Foundation for the Arts Theatre Project Grants and recommending future jury members from the playwriting committee
- organizing, supervising and chairing several juries each year for the Alberta Playwriting Competition, Write to Win Contest, APN Commissioning Program, APN/CBC Radio Production Project and, most recently, the Theatre 100 Project.

These administrative duties constituted 50% of my responsibilities with APN and were intended to take up only half of my 25 hours per week. The remainder of my working hours were to be spent developing countless new plays with Alberta's many beginner, emerging, and experienced playwrights.

Secretary/Volunteer Board Member, Ground Zero Theatre (2005-06)

Having been a casual advisor to Ryan Luhnig, Artistic Director of Ground Zero Theatre for several years I was invited to join the board as part of an effort to create the first proper board for the company and to improve its governance. The Secretary is responsible for:

- Securing the venue for monthly meetings and the AGM
- Sending the official invitation to monthly meetings
- Recording and distributing meeting minutes as required
- Recording volunteer hours on a monthly and annual basis
- Preparing and delivering AGM minutes from year to year
- Preparing printed materials for meetings and the AGM
- Supporting the executive steering committee

But my primary responsibility was the writing of project grants for the organization and advising on a reorganization of the administrative structure.

Programmer, Event Services, Parks and Recreation, City of Calgary (2002)

Now titled Recreation Event Services, this department provides equipment and support personnel to civic festivals and non-profit groups in Calgary, both large and small. Large clients include The Calgary Folk Festival, Afrikadey! and Barbeque on the Bow; small clients include local Community Associations, schools, and independent arts groups.

My position was responsible for:

- itemizing equipment, including Tents, stages, sound systems, fencing and two-way radios
- administering the bookings of events with clients
- booking casual crew labour
- logistical planning in conjunction with the Production Coordinator (Terry Middleton)
- general reception duties

Assistant Director/Production Manager/Stage Manager at One Yellow Rabbit Theatre (1997-2001)

This position, now a staple at OYR, did not exist prior to my arrival with the company. OYR experienced a period of massive growth shortly after the completion of the Big Secret Theatre in 1996; during that time the audience more than tripled and new staff members were added each year. I replaced a single stage manager, but soon came to take on several other jobs, including:

- Assistant Director, with some creative input and the ear of the director
- Assistant playwright, assisting Blake Brooker with the creation of several of the company's biggest hits during that period (though always in a supportive role)
- Production Manager, liaising with technical and design staff and the company's creative artists, setting schedules and getting
- Stage Manager, responsible for the day-to-day running of rehearsals, setting schedules and liaising with office staff
- Assistant Tour Manager, responsible for liaising with production personnel, acquiring transportation quotes and shipping set and costume materials to locations as diverse as Edinburgh, Philadelphia, Toronto and Vancouver

Although the position began as an artistic one, it quickly grew to encompass much more logistical and administrative support.

Stage Manager/Asst. Production Manager at the Calgary International Children's Festival (2000)

The Calgary International Children's Festival is Calgary's largest theatre festival, in terms of largest audience attendance, the number of shows presented *and* the number of venues pressed into service. It utilizes every performance venue in the EPCOR Centre for the Performing Arts, has an outdoor site, and hires more production personnel than any other on-site event.

My position was responsible for:

- logistical planning in conjunction with the Production Coordinator (Terry Middleton)
- on-demand production assistance
- supervising schedules and liaising with each individual's theatre staff

Artistic Director, The Art Ranch (1995-2001)

When I founded The Art Ranch in 1995 Calgary's cultural ecology was very different; it was unheard of at that time for a student to graduate university and start a theatre company. Seasoned actors in the community literally told me that I was wasting my time. The Art Ranch, along with Theatre Junction, The Green Fools and Ghost River Theatre, was one of the few independent theatre companies that operated outside of The Centre of the Performing Arts. Since that time we have seen the rise of Sage Theatre, Ground Zero Theatre, Theatreboom and many more, none of whom would think for a second that they were wasting their time.

AWARDS & NOMINATIONS

- Top 40 Under 40, 2006 Calgary Inc Magazine
- Nomination for the Rosza Award for Excellence in Arts Management, 2005
- Finalist for The Gwen Pharis Ringwood Award, Writers' Guild of Alberta, 2005
- Honourable Mention, Herman Voaden National Playwriting Award, 2004
- Betty Mitchell Nomination for Outstanding New Play, 2004
- First Place, Chevron Twenty-Four Playwriting Contest, Alberta Theatre Projects
- Write On The Edge Festival, Playwrights' Workshop Montreal

TRAINING

- Centre for Nonviolent Communication, (compassionate communication skills workshop), Rachel Lamb instructor (2005)
- Master Classes for Directors, Harbourfront World Stage Festival (April, 1998)
- Masters of Fine Arts Degree in Directing, University of Calgary (1995)
- Bachelor of Arts, Honours, McGill University (1992)

PUBLICATIONS

- *Theatre 100: Celebrating 100 Theatre Practitioners Over 100 Years*: The Alberta Playwrights' Network, 2006. Ken Cameron, Publisher. A centennial book celebrating the achievements of artists who have made a significant contribution to the history of theatre in Alberta.
- *My One And Only* by Ken Cameron, Playwrights Guild of Canada, 2004.

As the Executive Director of the Alberta Playwrights' Network, I have edited and published over twenty newsletters intended for playwrights across the province. Often these newsletters included information-based articles written by myself in an engaging, casual, non-academic style. Examples can be found on the APN webpage at http://www.albertaplaywrights.com/html/apn_newsletters.htm.

COMPUTER SKILLS

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| • Microsoft Word/Wordperfect | • AccountEdge MYOB (accounting software) |
| • Microsoft Excel | • Macromedia Contribute (web maintenance) |
| • Basic Photoshop | • Mac OSX |

REFERENCES:

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