

Royal Manitoba Theatre Centre

Relaxed Performance Liaison – Part-Time Seasonal Position

(September 2026 – May 2027)

About the organization:

The Royal Manitoba Theatre Centre (MTC) exists to celebrate the widest spectrum of theatre art. Deeply rooted in the province of Manitoba, which gave it life and provides for its growth, Royal MTC aspires to both reflect and engage the community it serves. Royal MTC is Canada's oldest regional theatre. Each year it produces 10 plays at 2 venues, the Winnipeg Fringe Theatre Festival, a regional tour, and many engagement, outreach, and educational activities. Learn more at www.RoyalMTC.ca.

About the job:

Royal MTC is looking for a community-minded, compassionate, enthusiastic person to help prepare and deliver our Relaxed Performances (RP). In this role you will provide meaningful theatre access for people from diverse backgrounds.

What is a Relaxed Performance?

Relaxed Performances are designed to welcome audience members who would benefit from a less restricted audience environment, including (but not limited to) families with small children, those with: cognitive disabilities, physical need to getting up out of their seat, sensory processing conditions or autism, and first-time theatregoers. In these performances, lights stay on, there is a relaxed attitude towards audience noise and movement, and there may be minor production changes to reduce startling effects. We invite all patrons to come, be themselves and experience live theatre!

Responsibilities

Community Connection:

- Research and discover formal and informal groups/organizations in Manitoba who might be interested in our accessible performances
- Reach out to groups and individuals to share offerings and follow up
- Learn and record the best ways to communicate with each group and stay in touch
- Collect comments from these populations to help guide MTC's future offerings

Administration:

- Find related learning opportunities for the MTC team
- Update contact lists
- Assist with preparing "What to Expect" guide documents

At Performances:

- Before the performance:
 - Post wayfinding signage
 - Set up the quiet "chill-out space"
 - Sign out sensory kits to audience members
- During the performance:
 - May make opening speech to audience (depending on interest)
 - Stay present near the quiet space
 - Offer guidance and directions as needed
 - Sign out sensory kits as needed
- After the performance:
 - Collect and wipe down sensory items

- Reset the quiet space
- Receive and record feedback from audience members

Qualifications

- Lived experience of disability (visible or invisible; you do not have to provide documentation)
- Excellent customer service skills
- Calm and helpful attitude
- Passion for theatre and the arts
- Self-motivated, respectful of deadlines and able to manage multiple priorities
- A collaborative worker with confidence, initiative and a willingness to support colleagues as needed
- Good communicator. Experience in outreach, particularly in this community, is an asset.
- Ability to focus in a busy environment
- Clear Vulnerable Sector check (MTC will reimburse)
- Will need to shift furniture, weighted lap pads, and crash mats, up to approximately 20 pounds.

Position Details

You would use your own computer/phone/internet to do this work remotely (please talk to us if this is a barrier.) You must be legally able to work in Canada.

Who you would work with:

The RP Liaison reports to the Education & Enrichment Manager, who will be with you at the first Relaxed Performance. This role will also connect with MTC's Sales Coordinator if groups want to book tickets together. During performances, will collaborate with the Front of House Manager, staff and volunteers.

Where you would work:

This job has a hybrid environment. Some work may be done remotely, with check-ins via email, phone, video, or in-person at Royal MTC's venues in downtown Winnipeg. Connecting with organizations may happen virtually or in-person, respecting how they like to work. Performances are at Royal MTC's Mainstage (174 Market Ave).

When you would work:

The hours of this position will vary over the season, with some flexibility in schedule.

Must be available in-person for Relaxed Performance training at MTC during the day September 16, 2026.

Must attend dress rehearsals or previews for three (3) productions. These dates/times will be confirmed closer to each show's rehearsal time:

- October 7 or 8, approximately 7:30-10 pm
- November 24, approximately 11:30 am-2 pm or 25, approximately 7:30-10 pm
- May 4 or 5, approximately 7:30-10 pm

Must be available for four (4) Relaxed Performances. These dates/times are confirmed:

- October 23, approximately 6 pm-10:30 pm
- December 9, approximately 11:30 am-4:00 pm
- December 19, approximately 6 pm-10:30 pm
- May 28, approximately 6 pm-10:30 pm

Pay and Benefits

This is a part-time seasonal position with a total of approximately seventy-six (76) hours, paid hourly at \$20 per hour.

As a part-time employee, this role is also eligible for complimentary and discounted tickets throughout the length of employment.

How to Apply

Deadline: August 24, 2026. Submit a resume and cover letter to Ksenia Broda-Milian, Education and Enrichment Manager, by email. Use the subject "RP Liaison" and send to kbrodamilian@royalmtc.ca. We will review applications as they come.

Royal MTC is committed to making our hiring process accessible. If you ask for accommodation at any stage, we will work with that. Please Ksenia at the address above if you need accommodations to apply or have any questions about this role.

Statement on Diversity

This role is specifically for someone who identifies as disabled. Royal MTC is on a purposeful path to creating an inclusive environment and to becoming an anti-racist organization. This is outlined in our **Equity, Diversity, Inclusion, and Anti-Racism Commitment to Action**. We want to attract workers that reflect and share these values.

We may not contact everyone who applies. You will hear from us if you are chosen for the next step in the hiring for this job. Thank you.