Building Custodian

Full-Time, Ongoing | Winnipeg, MB

The Opportunity

At Royal MTC, our theatres are welcoming spaces where artists create, audiences gather, and our community comes together. Keeping these spaces clean, safe, and well-maintained is essential to everything we do.

We are looking for a dependable, hands-on **Building Custodian** to help care for our two downtown Winnipeg theatres: the John Hirsch Mainstage and the Tom Hendry Warehouse. Reporting to the Building Manager, you will support the daily cleanliness, upkeep, and basic maintenance of our facilities, helping ensure they are ready for artists, audiences, and staff.

This is an opportunity for someone who takes pride in their work, enjoys practical problem-solving, and wants to be part of a team that brings theatre to life.

Who You Are

You are reliable, practical, and attentive to detail. You take satisfaction in keeping spaces clean, organized, and functioning well, and you understand that even the smallest tasks contribute to a positive experience for everyone who enters our buildings.

You are comfortable working independently, managing your time, and responding to changing priorities. You enjoy being part of a team, communicate clearly, and are willing to lend a hand wherever needed.

Above all, you take ownership of your work and care about creating safe and welcoming spaces for others.

What You Will Be Doing

Custodial Services and Building Cleanliness

- Maintain daily cleanliness at the Tom Hendry Warehouse and support custodial operations at the John Hirsch Mainstage.
- Perform routine cleaning, including floors, surfaces, washrooms, staff areas, and shared spaces.
- Manage waste and recycling, and monitor and replenish custodial supplies.
- Follow cleaning schedules, adapting to rehearsals, performances, and other activities.

Building Maintenance and Operations

- Assist with routine repairs, preventative maintenance, and general upkeep at both facilities.
- Conduct scheduled checks of mechanical, HVAC, plumbing, lighting, and air quality systems.
- Identify and report maintenance concerns, equipment deficiencies, and safety hazards.
- Perform seasonal groundskeeping, including snow and ice removal.
- Support special projects and other building maintenance priorities as assigned.

Building Safety and Operational Support

- Help maintain safe, clean, and accessible facilities for all building users.

- Follow workplace safety procedures, including the safe handling of cleaning products and equipment.
- Provide scheduled weekend coverage and respond to after-hours alarms as required.
- Collaborate with colleagues to support the smooth operation of Royal MTC's facilities.

Why Join Royal MTC?

Royal Manitoba Theatre Centre (Royal MTC) exists to hold an open door to all Manitobans, to share stories that connect us to each other and to our world. Deeply rooted in Manitoba, we envision MTC as Canada's preeminent regional theatre, delivering unrivalled excellence and inspiring Manitobans through the transformative power of storytelling.

As Canada's oldest English-language regional theatre and Manitoba's flagship theatre organization, Royal MTC produces a ten-play season, the Winnipeg Fringe Theatre Festival, an annual Regional Tour, and a range of programs that engage communities across Manitoba that reach hundreds of thousands of people each year.

Royal Manitoba Theatre Centre is proud to call Manitoba home. Royal MTC is located in Winnipeg on Treaty 1, the traditional territory of the Anishinaabeg, Inninewak, Anishinewak, Dakota Oyate, and Denesuline, and the National Homeland of the Red River Métis. We are thankful for the benefits sharing this land has afforded us, acknowledge the responsibilities of the Treaties, and embrace the opportunity to partner with Indigenous communities in spirit of reconciliation and collaboration.

Learn more at **www.RoyalMTC.ca**.

A Week in the Life

No two weeks at Royal MTC are quite the same. You might begin your day preparing the Warehouse for a rehearsal, complete routine cleaning and washroom maintenance, check building systems, and help address a minor repair. Later in the week, you could be clearing snow from entrances, preparing public spaces for an evening performance, or working with colleagues to address a building issue before audiences arrive. Throughout it all, you'll help ensure our buildings are clean, safe, functional, and welcoming.

Experience, Capabilities and Working Conditions

We are looking for someone who brings:

- A high school diploma (Grade 12) or equivalent.
- At least two years of commercial cleaning or custodial experience.
- Knowledge of basic building maintenance, equipment, and safe work practices.
- Strong organizational, communication, and problem-solving skills, with attention to detail.
- The ability to follow verbal and written instructions in English and work independently or as part of a team.
- A valid Class 5 driver's licence and access to a vehicle.
- The physical ability to stand and walk for extended periods, climb stairs, lift up to 50 pounds, and work in confined spaces and varying temperatures, including outdoor winter conditions involving snow, ice, and cold.

- Flexibility to work occasional weekends and respond to after-hours building alarms.

Experience in theatres, public assembly buildings, or similar facilities would be an asset but is not required.

What Will Make You Successful

You take pride in maintaining clean, safe, and welcoming spaces, bringing a proactive, organized, and dependable approach to your work. You exercise good judgment, work independently, and collaborate effectively with colleagues while adapting to the changing needs of a busy theatre environment. Your success will be reflected in well-maintained facilities, promptly addressed maintenance needs, and a positive experience for the artists, audiences, and staff who use our spaces every day.

Position Details and Benefits

This full-time, ongoing role reports to the Building Manager and is based in our in-person workplace in downtown Winnipeg. Typical hours are Monday to Friday, 9:00 a.m. to 5:00 p.m., with weekend coverage and occasional after-hours response required. Candidates must be legally entitled to work in Canada and provide a satisfactory Police Information Check upon hire.

Salary range: $35,000-40,000 per year, commensurate with experience. Royal MTC offers a benefits package, retirement savings program, professional development support, and complimentary and discounted tickets to productions.

How to Apply

Please send your cover letter and résumé to **hr@royalmtc.ca**, attention Chris Fletcher, Building Manager, with the subject line "Building Custodian." All applications will be reviewed as received, and will be accepted until Friday, December 11, 2026. We appreciate the time and care invested in every application and will contact candidates selected for an interview.

If you have previously worked, volunteered or contracted with Royal MTC, please let us know in your application.

Inclusion and Access

We believe great theatre is created by teams with diverse perspectives and lived experiences. Royal MTC is committed to building an inclusive workplace where everyone feels welcome, respected and supported to do their best work. We encourage applications from Indigenous, Black and People of Colour, persons with disabilities, members of the 2SLGBTQIA+ community, and candidates from other equity-deserving groups.

Royal MTC is committed to accommodating applicants with disabilities throughout the hiring process. If you require accommodation at any stage, please contact hr@royalmtc.ca.