

LAKELWOOD PLAYHOUSE

Building community through theatre

Join the Lakewood Playhouse Board of Directors

Lakewood, WA
Seattle/Tacoma Metropolitan Area

Lakewood Playhouse invites passionate, community-minded leaders to apply for service on our Board of Directors.

For more than 80 years, Lakewood Playhouse has built community through theatre. From our 175-seat theatre-in-the-round in Lakewood Towne Center, we present productions that entertain, educate, and illuminate the full breadth of the human experience. We are committed to fostering an atmosphere of respect and belonging for ALL—creating a space where everyone is seen, heard, uplifted, and empowered.

As we continue to grow and deepen our impact, we seek engaged Board members who are enthusiastic supporters of the arts and committed to advancing transparency, accountability, empathy, collaboration, respect, resiliency, and joy in our community.

Our Vision

To create a safer and braver environment that inspires and uplifts diverse artists to collaborate in the creation of theatre.

About the Board of Directors

The Lakewood Playhouse Board is a working board composed of professionals, artists, and community leaders who actively support the strategic, financial, and governance health of the organization. Board members serve as ambassadors for the Playhouse and help ensure that our mission, vision, and IDEA (Inclusion, Diversity, Equity, and Access) commitments are lived values in all aspects of our work.

Board Member Responsibilities

Governance & Leadership

- Serve a three-year term, as defined in the bylaws.
- Attend and actively participate in Board meetings.
- Serve on at least one standing Team.
- Support and uphold Board decisions.
- Assist with strategic planning and organizational oversight.
- Participate in annual Board self-evaluation and leadership development.

Service Expectations

- Contribute approximately 10 hours per month to Board and Team work.
- Attend the annual Board retreat.
- Prepare for meetings by reviewing materials in advance.
- Maintain confidentiality and adhere to conflict-of-interest policies.
- Participate in at least two fundraising or community engagement activities per year.
- Represent the Playhouse at productions, events, and community gatherings.

Philanthropy & Fundraising

- Be a donor of record each fiscal year as part of our 100% Board giving commitment.
- Support fundraising campaigns, donor cultivation, and special events.
- Help foster a culture of philanthropy and community investment.

Community Ambassadorship

- Be knowledgeable about Lakewood Playhouse's history, programming, and impact.
- Advocate for the Playhouse within the community.
- Cultivate new relationships, partnerships, and audiences.

Director Positions *(through fiscal year ending July 31)*

The Board includes the following positions:

- **President:** Oversees Board operations and meeting facilitation; partners with the Producing Artistic Director on strategy and agendas; leads executive oversight and Board evaluation processes; serves as spokesperson when needed.
- **Vice President:** Supports and substitutes for the President as needed; assists with strategic initiatives and leadership duties.
- **Secretary:** Maintains Board records and meeting minutes; ensures proper documentation and compliance; tracks Board terms and governance records.
- **Treasurer:** Oversees financial reporting and budget monitoring; chairs the Finance Team; supports audit and financial transparency processes; partners with leadership to ensure fiscal health.
- **Directors:** Participate fully in Board governance; serve on Teams; contribute to fundraising and strategic efforts.

Standing Teams

Board members serve on at least one of the following Teams:

- **Executive Team** – Board leadership and strategic prioritization.
- **Finance Team** – Budget oversight, financial health, audits, investments.
- **Fundraising Team** – Sponsorships, campaigns, donor cultivation.
- **Marketing Team** – Branding, communications, public voice.
- **IDEA Team** – Advancing meaningful action toward equity and belonging across all programs, partnerships, and operations.
- **Nominating Team** – Board recruitment, candidate identification and vetting, onboarding of new Board members, and succession planning.

(Active Teams: Executive, Finance, Fundraising, Nominating. Future Forming Teams: Marketing, IDEA)

Ideal Board of Director Candidates

We welcome individuals who:

- Are enthusiastic supporters of the arts.
- Value community-building and inclusive leadership.
- Bring expertise in areas such as finance, law, fundraising, marketing, governance, community organizing, facilities, or nonprofit leadership.
- Reflect the diverse communities we aim to serve.
- Are committed to fostering a culture of belonging.
- No prior Board experience is required—passion, commitment, and alignment with our mission are essential.

Why Serve?

Board service at Lakewood Playhouse is an opportunity to:

- Help shape the future of a historic arts organization founded in 1938.
- Champion theatre as a tool for connection and transformation.
- Support diverse artists in a safer and braver creative environment.
- Build meaningful relationships across the Seattle/Tacoma arts community.
- Lead with empathy, resiliency, and joy.

How to Apply

Interested candidates should submit:

- A letter of interest
- A brief summary of your professional background and any experience relevant to the position — a formal resume is not required.

Please send materials to nominating@lakewoodplayhouse.org

Applications will be reviewed on a rolling basis.

Lakewood Playhouse is committed to creating a Culture of Belonging and strongly encourages individuals of all backgrounds, identities, and lived experiences to apply. Come help us build community through theatre.