



POSITION DESCRIPTION

Title: Theater Instructor

Reports to: HS Principal

Position Summary: The Theater Instructor will oversee the drama exposure for students from Elementary to High School by establishing new learning opportunities. The Theater Instructor will work in partnership with the Fine Arts Director to maintain high quality production and offer support in assisting with different drama aspects.

Essential Job Duties:

- Maintain a strong relationship and collaborate with the SMCS Fine Arts Director.
- Develop a long-term curriculum outline for high school and middle school drama classes that can be implemented in future years. Curriculum should utilize both traditional and non-traditional methodology and corresponding assessment of learning. Coursework should introduce foundational skills for the following:
 - Acting
 - Directing and staging
 - Youth theatre (Class would fully produce a show for a younger group of students)
 - Stage management and tech production
 - Stage craft: props and scenery
 - Choreography
 - Drama history
 - Facilitate advanced coursework
- Teach a drama class at the high school level that supports the interest of students and aligns with drama skills.
- Manage middle school production responsibilities, such as communication and scheduling for the spring production.
- Identify and mentor SMCS student production team members that are qualified to support the drama program and FAEC (lighting, sound, front of house, design, directing, etc.).
- Develop a positive relationship with students, encouraging them in their pursuit of drama and provide context and continuity with our SMCS drama program.
- Support the elementary music program by facilitating drama aspects of the production (Christmas pageant scenes and transitions).

Qualifications:

- Strong belief in Catholic education and the SMCS mission.
- Bachelor's Degree in theater directing, production management or related field.
- Teaching License preferred.
- Excellent organizational skills with ability to coordinate and manage multiple priorities and responsibilities, as well as attention to detail.
- Committed to student recruitment, retention, and success.
- Available to work flexible hours and/or a non-traditional schedule.

I accept the above responsibilities and by signature indicate my willingness to enthusiastically participate in the implementation of the faith community. I can perform the above duties with or without reasonable accommodations.

Signature: _____

Date: _____