

Position: Drama

Level: High School

Type: Curriculum/Course Required

Minimum Requirements:

- TSPC Licensure
- Assigned drama courses

Required Knowledge, Skills & Abilities:

- District, state, national and league guidelines
- Understanding child growth and development
- Using assessment techniques and monitoring strategies to identify student efforts, performance, strengths and weakness
- Effectively communicating with both students and adults
- Providing training and modeling to improve individual and group performance
- Managing and directing other paid adults (assistants)
- Managing and directing adult volunteers
- Providing leadership and vision for the program

Responsibilities:

- Planning for daily/weekly time spent with students
- Providing supervision at all events, rehearsals and competitions
- Ongoing and updated communication with students, parents and families
- Working directly with school administrator
- Implementing changes from district or league with students, other department colleagues, school administration
- Scheduling events and planning for transportation
- Handing out, collecting and monitoring paperwork throughout the season
- Conducting an appropriate audition(s)
- Establishing dressing room procedures and supervision
- Maintaining an updated inventory of equipment (costumes and supplies)
- Developing a budget
- Recruitment of program participants
- Distributing and posting event schedules
- Reporting results from competitions
- Establishing and announcing criteria for awards/recognition.
- Serving as a resource for students involved in post secondary employment processes
- Coordinating press releases & communication with news outlets
- Monitoring grade eligibility for activity
- Delivering and/or coordinating state approved safety training for students and crews supporting production

Equipment & Facilities:

- This position requires the handling and managing of materials needed for

productions, including costumes, lighting, sound equipment, and large and small scale props.

Event Expectations:

- Minimum of three productions
- Each production includes two weekends with matinee & evening shows
- Evening/weekend rehearsals-three weeks per production

Team Review Notes (wonderings, what's missing, incomplete, inconsistency etc.)

What does a stage crew advisor do that overlaps, is redundant between JDs?

Separate out Thespian advisor duties

Teachers may need guidance on what grade eligibility standards are.

Comedy Sports

One-Act Play