

HOLY CROSS SCHOOL

CONGREGATION OF HOLY CROSS IN NEW ORLEANS SINCE 1849

Drama Teacher and Theater Director

Job Announcement

Position Summary

Holy Cross School is seeking a Drama Teacher and Theater Director for the 2025-26 academic year.

This is a 10-month position, August through May. Faculty are expected to be at Holy Cross School at 7:30 a.m. and remain after school until 3:30 p.m. in order to be available to students.

A full-time faculty member's workload shall ordinarily be five classes, substitution period, a homeroom/activity period assignment, and a preparation period. The Principal and Assistant Principal shall determine the specific commitments of the day. Extracurricular commitments are not included in the eight hours. The school year shall consist of 190 days, including regular school days, in-service days, and opening-closing days.

This role provides students with opportunities to experience and develop their interests and skills in the various aspects of theater. The Theater Director is responsible for the overall program including budgetary aspects and directs all stages of the process, from design and pre-production to rehearsal and final performances. The Theater Director must be flexible and available outside regular school hours including evenings and weekends.

Qualifications

The candidate must hold a degree in Theater, Fine Arts, or related field from a college or university approved by a regional accrediting organization. Valid teaching certificate for the State of Louisiana preferred.

Other qualifications include:

- Excellent organizational skills and ability to coordinate multiple tasks and activities.
- Outstanding verbal and written communication skills and an ability to keep multiple stakeholder groups, including parents, teachers, staff, volunteers, and other partners informed of activities and schedules.
- An ability and enthusiasm for promoting the school and its mission to a broad and diverse group of people.
- Excellent work ethic, positive attitude, flexibility, and willingness to perform tasks assigned.
- Demonstrates ethical behavior and confidentiality of information about students and teachers in school environment and community.
- Desire to continue professional development.
- Must pass extensive background check.

Primary Duties & Responsibilities

- Implement instructional activities that contribute to a climate where students are actively engaged in meaningful learning experiences.
- Develop and implement lesson plans for curriculum.
- Provide a positive environment in which students are encouraged to be actively engaged in the learning process.
- Establish weekly objectives and units of study that meet school standards.
- Facilitate activities and projects that incorporate collaboration, creativity, and critical thinking.
- Use discipline models to maintain a positive, encouraging learning environment.
- Identify, select, and modify instructional resources to meet the needs of the students.
- Communicate effectively, both orally and in writing, with students, parents, and other professionals on a regular basis.
- Assist in assessing changing curricular needs and offers plans for improvement.
- Collaborate with peers to enhance the instructional environment.
- Model professional and ethical standards when dealing with students, parents, peers, and community.
- Assume responsibility for meeting his/her course and school-wide student performance goals.
- Demonstrate gains in student performance.
- Direct, coordinate, and promote major productions throughout the school year.
- Recruit students to participate in theater.
- Hold regular meetings, auditions, and rehearsals; communicate with students and parents
- Responsible for all aspects of production including stage management, sound, lighting, set design, props, costumes, construction, and painting.
- Participate in training and professional development.
- Meet professional obligations through efficient work habits such as: meeting deadlines, honoring schedules, coordinating, etc.
- Act in a professional and ethical manner at all times and comply with school policies, procedures, and expectations.
- Perform other duties and responsibilities as assigned.

All work responsibilities are subject to having performance goals and/or targets established as part of the annual performance planning process or as the result of organizational planning.

Compensation

Salary commensurate with qualifications and experience and includes a comprehensive benefits package.

To Apply

Interested and qualified candidates should submit the following materials to hr@holycrosstigers.com:

- Cover letter expressing your interest and qualifications.
- Current resume
- An annotated list of professional references with contact information. References will be contacted only with prior candidate approval.

About Holy Cross School

Located in New Orleans, Louisiana, Holy Cross School, traces its history to 1849 and is the only Catholic, PreK – 12th grade, all boys' educational institution in Louisiana. Our development of boys to men centers on our overall educational philosophy in building the whole man: Mind and Heart, Body and Soul. Serving students in grades PreK – 12th grade, the Holy Cross School experience provides character and leadership development, unsurpassed facilities, exceptional arts, unequalled advanced placement opportunities, and a highly competitive athletics program.