



# Columbus Children's THEATRE

**JOB TITLE: Resident Teaching Artist**  
REPORTS TO: Director of Theatre Education

**POSITIONS AVAILABLE: 1 Part-time, through May 2019**  
DEADLINE TO APPLY: Open until filled

## SUMMARY OF POSITION

CCT's Education Department encompasses School Programs (touring performances, daytime mainstage performances, and residencies), Accessibility programs (Sensory Friendly Performances and Touch Tours), as well as our Academy (classes and camps). Teaching Artists are the heart of Columbus Children's Theatre's Education programs. CCT Teaching Artists are practicing artists in disciplines of acting, dance, music and visual arts who are committed to working with educators and young people.

In collaboration with the Director of Education and other key staff, the Resident Teaching Artist will be responsible for the planning and facilitation of in-school residency programs. The Resident Teaching Artist will receive training in classroom management, arts integration, and other professional development topics. The Resident Teaching Artist will represent CCT in schools and potentially work with students in pre-K through high school. CCT's Education programs on and off-site are inclusive of students with disabilities and learning differences.

## RESIDENCY RESPONSIBILITIES

- Plan, with the Director of Theatre Education and other Resident Teaching Artists, curriculum for in-school residencies that meet CCT, state, and national learning standards.
- Facilitate residency program; must have availability Tuesdays and Thursdays from 2:30-4:00pm.
- Participate in professional development days, family events, and meetings at schools as assigned.

## OTHER GENERAL RESPONSIBILITIES

- Represent CCT at all work locations, including schools.
  - Create positive relationships with school and venue officials.
  - Display knowledge of and answer questions about all CCT programs.
  - Provide exemplary customer service.
  - Ensure a positive representation of the CCT brand.
- Participate in professional development and training.
- Demonstrate timeliness and attendance for all assigned responsibilities.
- Maintain cleanliness and care of costumes, props, and all teaching materials.
- Demonstrate effective communication and interpersonal skills with all school administrators, teachers, students, and CCT staff members.
- Comply with CCT regulations, procedures, and rules.
- Attend meetings as scheduled.
- Complete special projects as assigned, per availability.

## QUALIFICATIONS

- College Degree in theatre and/or education, or a related field; current students working towards a degree are also welcome to apply.
- Significant production experience in theatre.
- At least 3 years of experience teaching school age children.
- Clear and precise approaches to curriculum planning.
- Experience working with/in schools preferred.



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- Exemplary customer service and communication skills.
- Computer proficiency in word processing, databases, spreadsheets, email and internet.
- Excellent organization skills and attention to detail.
- Ability to work independently and as a team.
- Must be able to work Tuesdays and Thursdays from 2:30-4:00pm, with additional hours for planning.
- Must be comfortable interacting with the public, friendly and able to deal with problems in a fast-paced environment.
- Reliable personal means of transportation to residency site(s).
- Successfully pass a pre-employment screening including background check and past employment verification.

### COMPENSATION

- \$18/hour.
- Complimentary tickets to all CCT performances.

### TO APPLY

Please send cover letter and resume to the Education Department at [educationdept@columbuschildrenstheatre.org](mailto:educationdept@columbuschildrenstheatre.org).