

JOB DESCRIPTION: Part-Time Theatre Instructors

The Chicago High School for the Arts seeks dynamic part-time teaching artists for the 2010-11 school year in the Theatre Department to teach one or more of the following courses:

- Acting I for Acting, Musical Theatre and/or Dance majors (Improvisation, Story Theatre, Monologues)
- Acting II for Acting majors (Contemporary Scene Study, Text Analysis)
- Acting II for Musical Theatre majors (Scene Study: Musical and Non-Musical Scenes, text Analysis)
- Voice & Speech I & II for Acting majors (Linklater, Skinner, Rodenburg or other technique)
- Movement I & II for Acting majors (Yoga, Feldenkrais, Suzuki, Viewpoints, or Simple Contact Improv)
- Theatre History and Literature I & II for Acting majors (Classical Greece to Present)
- Theatre Production (Overview of Theatre Production, Design and Organizational Practices)

Some positions may expand in the future to include administrative and/or technical production responsibilities.

The hours of the arts conservatory training are 2:00- 5:00 PM, Monday- Friday. The hours/days will differ for each course.

Position Summary:

The ideal candidate will be a specialist in the field and will have the passion and skills to create a learning environment that will offer a rigorous pre-professional arts training that challenges students to achieve at high levels. Instructors at ChiArts will be required to differentiate instruction; design lesson and unit plans that properly assess student achievement and encourage skill development and critical thinking. The ultimate goal is to help ChiArts visual students build a portfolio of finished and polished work.

RESPONSIBILITIES:

Classroom and professional duties include, but are not limited to the following:

- Embrace and promote the ChiArts vision, mission, educational approach, goals, and core values
- Prepare structured lessons that encourage and foster skill development, critical thinking, applications, and ethics.
- Instruct conservatory level courses, serving students with various learning styles, abilities and needs.
- Employ outstanding classroom management skills and implement the school code of conduct.
- Regularly assess student achievement, skill mastery and career development skills.
- Submit unit plans on a timely basis
- Manage classroom administration and record keeping including: grades, attendance records, student progress and documentation of student work.
- Regularly communicate with students, parents and other ChiArts staff to share artistic progress, encourage positive behavior, and resolve behavioral and artistic issues.

- Attend and participate in faculty and administrative meetings, parent conferences, open house, other school functions, and in- service professional development sessions.
- Collaborate with the staff to develop “best practices” tailored to the unique philosophy and instructional approach of ChiArts and to the needs of its student population.
- Collaborate with other ChiArts artistic and academic faculty and the larger arts community.
- Perform other duties as the needs of the school and needs of the students may demand (e.g., competitions, exhibits.)
- Work with academic staff to ensure student’s overall success at ChiArts.

SKILLS & QUALIFICATIONS:

- Minimum (7) years professional experience in the specific arts field (dance, music, theatre, visual arts)
- Minimum (4) years previous teaching experience at a pre-professional or professional level.
- Bachelor’s degree and Illinois State Teacher Certification is preferred, but may not be required
- Excellent written and verbal communication skills
- Excellent interpersonal skills

SALARY

- Part- time position
- Pay will commensurate with experience and qualifications

APPLICATION PROCESS:

Qualified applicants should send the following materials to: opportunities@chiarts.org.

Please type the job title “Theatre Department” in the email subject. No phone inquiries please. Do not send videos, portfolios or other materials at this time.

- (1) Cover Letter
- (2) Resumes (teaching, performance, other related resumes)
- (3) Arts Instructor Questionnaire (including salary history and requirements please specify media)
- (4) 3-5 Professional References: Name, telephone number, and email.

Finalists will be asked to submit additional materials (personal work examples, student examples and lesson plan examples) at a later time. Be aware that every item listed on a resume is subject to verification and that any offer of employment is contingent on a successful background check.

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Rob Chambers
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The Chicago High School for the Arts
773-534-9710 ext. 145