

TITLE: Assistant ~~Musical Theatre~~ Coach

- ~~• Head Coach Track and Field~~
- ~~• Pole vault~~
- ~~• Distance~~
- ~~• Sprints and relays,~~
- ~~• Throws,~~
- ~~• Horizontal jumps,~~
- ~~• Hurdles~~
- ~~• Event~~
- Vocal Musical Coach
- Instrumental Musical Coach
- Choreography Coach

DEPARTMENT: ~~Athletic Theatre~~ Department

STUDENT PARTICIPATION:

Track and Field Team 2015: 5 boys and 5 girls (10)

Play: 10 to 20 cast, 5 to 10 crew (15 – 30)

Musical: ~40 cast, ~ 15 crew, ~ 20 pit orchestra (~75)

REPORTS TO: ~~Athletic~~ Drama Director

Approximate Start Date - ~~2/27/2017~~ End Date ~~5/27/2017~~

Fall Play season dates (auditions, rehearsals, tech rehearsals, performances, strike).

Winter Play season dates (auditions, rehearsals, tech rehearsals, performances, strike). .

Spring Musical season dates (auditions, rehearsals, tech rehearsals, performances, strike). .

Work Days: " Sun p Mon p Tue p Wed p Thr p Fri Sat

8 weeks

Salary: ~~\$3,491.00 (12 weeks)~~

8 weeks: \$2328.00

POSITION SUMMARY: This position is responsible for assisting the ~~head-coach director~~, and coaching and providing direction to student ~~athletes casts~~ so that they might achieve a high level of skill as well as an appreciation for discipline, ~~sportsmanship accountability~~ and teamwork in the ~~sport performance art~~ for which they are responsible. At is a supervisory responsibility of all school employees to supervise students and to assist in maintaining a safe environment.

ESSENTIAL FUNCTIONS:

- Holds and or attends organizational meetings for ~~team show production~~ prospects and parents and encourages potential ~~athletes cast members~~ to participate in the ~~sport production~~.
- Assists with ~~tryouts auditions~~ and the collection of data and anecdotal observations on student performance.
- Supports the ~~head-coach director~~ monitoring the academic performance of team members to ensure that eligibility requirements are met; and encourages student ~~athletes cast members~~ to maintain a high academic standard
- Follows and maintains knowledge of all District Regulations and procedures.
- At the direction of the ~~head-coach director~~, instructs and demonstrates skill sets and techniques necessary for individual and team achievement in their respective ~~sport performance arts (acting, vocal music, instrumental music, dance)~~.

- Assures a certified coach/certificated teacher/District employee is present at all ~~practices and games~~ ~~rehearsals, tech rehearsals and performances~~.
- Assures student ~~athlete cast members~~ are supervised by a paid Coach on the ~~team cast and crew~~ bus both to and from ~~games venues~~.
- Observes ~~and directs players cast members~~, during ~~competition performance~~ and ~~practice rehearsals~~, to determine the needs for individual or team improvement.
- Adheres to financial Regulations and practices of the District in regard to the handling of money, expenses, and receipts.
- Organizes and or directs individual and small group ~~practice rehearsal~~ activities/exercises (~~scene work, vocal work, choreography work~~).
- Works with the ~~head-coach director~~, as needed, in preparing ~~practice rehearsal~~ and ~~non-league game performance schedules for scenes, songs and dances~~.
- Enforces discipline Regulations and emphasizes ~~sportsmanship~~, collaboration, teamwork and healthy lifestyles.
- Supervises students in ~~locker dressing~~ rooms at home and away ~~games performances~~ and ensures appropriate behavior.
- Instructs student-~~athletes cast members~~ on and maintains a safe environment and facilities for student ~~athletes casts~~ at all times.
- Completes District injury report for any student injured within 24 hours even if student ~~athlete cast member~~ does not see physician.
- Models ~~sports director~~-like behavior and maintains appropriate conduct towards ~~players crew members, officials judges, and spectators audience~~.
- Professionally represents the school and the District in interactions with student, parents, community, staff and the media.
- Maintains appropriate certifications and training hours as required by ~~WIAA professional organization~~ (~~vocal, instrumental, dance~~) and the district.
- Demonstrate regular and prompt attendance to all ~~team rehearsal, tech rehearsal and performance~~ events.
- Follows ~~WIAA professional theatre~~ rules, and District Regulations.
- Participates in special activities to include parent's night, ~~company meetings~~, banquets, ~~5th Avenue and Thespian~~ award nights, and pep assemblies.
- Periodically and or consistent with ~~WIAA professional theatre~~ rules and or ~~head-coach director~~ expectations attends staff development meetings, clinics and other professional activities to improve ~~coaching musical directorial (vocal, instrumental, dance)~~ performance.
- Models nondiscriminatory practices in all activities.
- Possess knowledge of and adhere to Governing Policies and District Regulations and Procedures.
- Participate in special projects as assigned and perform related duties and key responsibilities consistent with the scope and intent of the position.

QUALIFICATIONS:

Working Conditions & Physical Requirements

Must have the ability to sit and stand for extended periods of time;

exhibit manual dexterity to dial a telephone,

see and read a computer screen and printed material with or without vision aids;

~~operate a piano and other musical instruments;~~

hear and understand speech at normal levels, ~~outdoors on stage~~ and on the telephone;

speak in audible tones so that others may understand clearly;

physical agility;

~~be able to read music and sing on tune for extended periods of time;~~

~~be able to read music and play a musical instrument for extended periods of time;~~

~~know dance choreography and be able to dance for extended periods of time.~~

to lift up to 25 pounds to shoulder height and 50 pounds to waist height;
lift and hold musical instruments for extended periods of time;
male dancers be able to lift female dancers;
and to bend, to stoop, to sit on the floor, to climb stairs, to walk and to reach overhead.

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Duties are normally performed in a school environment or outdoors in a performing arts center. Duties may be occasionally performed on field trips away from school. The noise level in the work environment is usually moderate.

EDUCATION:

High school diploma or equivalent.

Bachelors degree in area of musical specialty is commonly expected.

EXPERIENCE:

Job related experience is desired.

Three (3) years of musical theatre experience preferred. Experience in musical direction, or choreography of, large events. Specialized experience in, and knowledge of, musical theatre area of expertise.

REQUIRED TESTING:

None Required

CERTIFICATES AND LICENSES:

CPR/First Aid Certificate (may be required)

CONTINUING EDUCATION/TRAINING:

None Specified

Continuing education in area of musical expertise desired.

CLEARANCES:

Criminal Justice fingerprint/Background Clearance

FLSA STATUS:

Non-exempt

BARGAINING UNIT:

Unrepresented