

JOB TITLE: Teaching Artist

REPORTS TO: Outreach Manager

PAY: \$22- \$25 per hour, part time, non-exempt (dependent on experience and assignment)

Overview

Northwest Children's Theater and School (NWCT) seeks experienced and energetic teaching artists from diverse backgrounds to lead in-person theater classes and camps. Applicants should have practical experience teaching creative drama, acting, musical theater, improvisation, devising, and/or choreography to youth ages 5 - 14 in camps, classrooms, theater schools, or after-school settings.

Currently Hiring for Placements at:

Teaching Artists will be offered one to three of the following classes:

- Mondays from 4:00-5:30 PM starting on 10/16 until 11/14 at Bridger Elementary in SE Portland.
- Tuesdays from 2:20-3:20 PM starting on 10/18 until 12/6 at Hayhurst Elementary in SW Portland.
- Thursdays from 3:45-4:45 PM starting on 10/20 until 12/8 at Hope Chinese Charter School in Beaverton.

These are Outreach Classes. NWCT's Outreach Program serves the Portland-metro area through in-school and after school drama programs at private and public schools. For many students, this is their first introduction to theater!

For the fall, NWCT is offering one type of Outreach class:

Theater Games (grades 1 - 4): Students learn the basics of performance, such as character creation and development, ensemble building, and storytelling through a wide variety of fun theater games. These classes are held at area schools.

NWCT will have additional opportunities for Teaching Artists for different dates and at different locations coming soon. In your cover letter, please include whether you're interested in any of the three placements listed above, if you're interested in other upcoming opportunities, or both.

General Duties and Responsibilities

- Generate a warm, inclusive, and energetic atmosphere for the classroom to ensure a positive experience for students.
- Implement classroom management strategies to create a brave space for all students and equal opportunities for input.
- Collaborate with co-teachers and NWCT staff to implement shared ideas and resources for a successful classroom experience.
- Update the program lead on class progress and any issues or challenges that may come up.

- Attend training prior to the start of camp or class sessions and attend regular check-in meetings.
- Perform basic administrative tasks such as parent communication, email response, and completing timesheets.
- Adhere to all safety guidelines and procedures.

Required Skills & Qualifications

- Experience working with young people in camp, classroom, theater school, after-school, or rehearsal settings.
- Experience as a theater artist and/or with creative play. Specific skill sets include acting, musical theater, improvisation, devising, choreography, and directing.
- Ability to develop and execute weekly lesson plans and activities based on the class/camp/performance theme and age group.
- Strong verbal and written communication skills with colleagues, parents, and students.
- Ability to problem-solve and approach challenges with resourcefulness.
- Flexibility to change approach or teaching methods to best fit the situation.
- Works well in a team environment with minimal supervision.
- Teaching artists for in-person programming must adhere to all NWCT COVID-19 safety guidelines.
- First Aid and CPR certification is a plus.
- English/Spanish bilingual is a plus.
- Background checks required.

Desirable Personal Values

- Passion for youth arts education and an understanding of the transformative role the arts can play in youth's lives.
- Dedication to empowering students to share their voice and perspectives.
- Commitment to diversity, equity, inclusion, and anti-racism.
- Engages in active listening and is sensitive to the needs of others.
- Works with a deep sense of play and celebrates joy within the process and product.

Physical Requirements and Expectations

- Able to lift 30 pounds. (Reasonable accommodations will be made for persons with disabilities).
- Must be flexible working in a fast-paced, non-profit environment.
- Willing to use personal equipment such as a cell phone or laptop/tablet when working remotely.
- Access to reliable transportation is a plus.

Teaching Artist Salary & Schedule

- \$22-25/hr, part-time seasonal, non-exempt. Commensurate with experience. Hours for training, meetings, and prep time are paid at a separate rate.
- Training and attendance at regular check-in meetings is required. Dates to be set prior to the start of class, camp, or production sessions.

Submission Instructions

Applications are accepted on a rolling basis. Submit a letter of interest, contact information, and resume to Cindy Simpson, HR Manager at cindy@nwcts.org. Please submit documents in PDF format only.