



to educate, entertain
& enrich the lives
of young audiences

JOB TITLE: Resident Teaching Artist (Pilot Program)

REPORTS TO: Education Director / Outreach Manager

PAY: \$30/hr teaching; \$14.75/hr prep and meetings

JOB TYPE: Part-time & temporary with potential for renewal. Initial term 01/14/2023 through 03/19/2023.

HOURS: Starts at a minimum of 13 hours/week teaching and 4 hours/week for prep and meetings.

Overview

Northwest Children's Theater and School (NWCT) seeks two experienced teaching artists from diverse backgrounds to be Resident Teaching Artists (RTAs) for the Resident Teaching Artist pilot program. Resident Teaching Artists play a critical role in NWCT's array of classes, camps, after-school programs and other youth programming as teachers, trainers, and administrators.

RTAs are guaranteed a minimum of 13 hours per week of teaching plus 4 hours prep time across NWCT's theater classes, camps, and after-school programs.

These positions are part of a 10-week trial program. If the Resident Teaching Artist Program is determined to be a success at the end of 10 weeks, the RTAs may be offered the opportunity to continue in the position.

Candidates must be available Saturdays, Sundays, and weekday afternoons. RTAs can expect shifts of 4-7 hours on weekends and 1-2 hours on weekdays. Specific teaching schedules are typically assigned 3-4 weeks in advance.

Weekly teaching schedules for the **1/14/23-3/19/23** term will be between the following hours:

RTA 1 (days off Thu & Fri)

Sat: between 11:15-4:30

Sun: between 9:45-4:45

Mon: between 2:00-5:30

Tue: between 2:00-5:30

Wed: between 2:00-5:30

RTA 2 (days off Mon & Tue)

Wed: between 2:00-5:30

Thu: between 2:00-5:30

Fri: between 2:00-5:30

Sat: between 11:15-4:30

Sun: between 9:45-4:45

Prep time is flexible and can be taken whenever the RTA decides. Additional teaching hours may be available dependent on the RTA's input/availability.

Current RTAs receive first priority for renewal each programming term.

Duties and Responsibilities

- Develop and implement thoughtful, creative, and flexible class content for ages 4-14 that inspires youth to create, play, and build confidence, skills, and a sense of community through theater.



to educate, entertain
& enrich the lives
of young audiences

- Participate in program content development and evaluation in collaboration with the Education Director, Outreach Manager, and Catalyst Manager.
- Communicate regularly with parents and staff, striving to maintain program quality.
- Assist in the training of new Teachers and Classroom Assistants. Lead by practicing good pedagogy and model the expectations set forth for all teaching artists.
- Participate in and/or lead, as needed, professional development opportunities as assigned by Education staff.
- Write scripts and develop curriculum for performance classes when required.
- Participate in weekly and/or monthly staff meetings with Education staff and NWCT programming team.

This position requires travel to satellite locations in the Portland Metro Area including, but not limited to, schools in Portland Public, Reynolds, and Beaverton School Districts.

Desirable Personal Values

- Passion for youth arts education and an understanding of the transformative role the performing arts can play in youths' lives.
- Dedication to empowering students to share their voice and perspectives.
- Commitment to diversity, equity, inclusion, and antiracism.
- 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.
- Flexible, fun, responsible, patient, creative, and self-motivated.

Required Qualifications

To perform the job successfully, an individual should demonstrate the following competencies:

- **Class Management** - Experience working with young people in camp, classrooms, theater schools, or after-school settings. Plans and prioritizes classroom activities. Uses time efficiently. Self-directed. Shows flexibility to change approach or teaching methods to best fit the situation. Manages difficult or emotional student situations. Responds promptly to students' needs. Solicits feedback from students, staff, and parents to improve instruction.
- **Performing Arts Expertise** - Significant experience in fields relating to the performing arts such as creative drama, musical theater, choreography, directing, music direction, improv, devised theater, etc.
- **Customer Service & Communication** - Experience working with students, artists, parents, coworkers, and community members of all ages, races, genders, abilities, and socioeconomic backgrounds. Anticipates solutions to problems and exercises good judgment in emergency situations. Speaks clearly and persuasively. Listens and gets clarification. Responds well to questions. Bilingual in English/Spanish is a plus.
- **Innovation & Initiative** - Exhibits good judgment about which creative ideas and suggestions will work. Demonstrates ability to encourage personal and departmental creative processes and facilitates effective brainstorming.



to educate, entertain
& enrich the lives
of young audiences

- **Leadership** - Inspires trust. Accepts feedback from others. Gives appropriate recognition to others. Displays passion and optimism. Mobilizes others to fulfill the vision of NWCT. Leads by practicing good pedagogy and models the expectations set forth for all teaching artists.
- **Professionalism** - Follows through on commitments. Is comfortable representing NWCT at events and sharing information on all programming. Complies with all NWCT child protection policies. Willingness to adapt to NWCT teaching techniques and approaches.
- **Teamwork** - Displays open, honest communication. Actively listens and encourages different ideas and opinions. Operates from an inclusive, anti-oppressive, anti-racist framework. Works together as a team and supports decisions that are best for the programming.
- First Aid and CPR certification is a plus.
- Background checks required.

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, nonprofit environment.
- Willing to use personal equipment such as a cell phone and laptop/tablet when working remotely.
- Reliable transportation or comfort navigating public transit to travel to locations in the Portland Metro Area including, but not limited to, schools in Portland Public, Reynolds, and Beaverton School Districts.

The final deadline for applications is **Dec. 12, 2022**. Submit a letter of interest and resume to hiring@nwcts.org. Submit documents in PDF format only.