

Job Description

JD CC 222
Updated: September 2009

Position Title: **One Act Play (High School OR Middle School)**

Qualifications:

- . Licensed and certified teacher, administrator or counselor as required by the Department of Public Instruction, or individual with experience in drama, play acting and/or musical productions.
- . Ability to relate with students.
- . Ability to coordinate, organize and work well with students, parents, staff, administration and other coaches.
- . Ability to accept constructive criticism and direction from supervisors.
- . Ability to follow work rules and procedures.

Immediate Supervisor: Building Principal or District Administrator

Position Function:

Provide students with learning experiences in public speaking and acting through an organized activity.

Specific Responsibilities:

- Recruitment of students into the One Act Play program.
- Select a One Act Play that is in line with student abilities and maturity.
- Arrange practice sessions for the students individually and/or as a group to mentor and coach. Arrange for needed equipment and supplies.
- Arrange for the publicity of the One Act Play district wide.
- Arrange for recognizing student achievement with awards.
- Correspond with parents about practice times for the One Act Play participants.
- Providing for the safe keeping of materials and equipment for the One Act Play program.

Evaluation: Performance of this job will be evaluated with provisions of the Board's policy on evaluations of employees. Evaluation is done by the building principal.