



FREMONT UNIFIED SCHOOL DISTRICT JOB DESCRIPTION

Title and Classification:	Drama Teacher
Department/Office:	Secondary Education Department
Immediate Supervisor:	School Administrator
Terms of Employment:	Teacher Salary Schedule

Job descriptions are intended to present a descriptive list of the range of duties performed by employees in the position and are not intended to reflect all duties performed within the job.

GENERAL DESCRIPTION:

As part of a secondary teaching schedule, the teaching position will include a minimum of three sections of drama including one main stage production per semester. The number of additional sections of drama will depend on the candidate building a program with corresponding quantities of student interest. Drama 1, 2, Advanced Drama, and Rehearsal and Performance, are the current selections offered. The position requires equal parts instruction and theatre direction and management.

BASIC FUNCTIONS AND PURPOSE:

- Produce and direct at least 2 full productions a year.
- Create and adapt curriculum for up to three levels of drama classes, including performance opportunities such as competing in festivals, field trips, and assemblies. (a winter show case and a celebration of multi-cultural week)
- Oversee the scheduling and use of the school theater, including use of the dressing rooms, costume shop, scene shop, dance studio, costuming and set bins, and black box space.
- Maintain the facilities including of equipment usage, storage and safety.
- Provide detailed accounting for each main stage production.
- Run fundraisers as necessary to maintain facility needs.
- Work with the school to coordinate the master schedule for the school theatre regarding technical needs, internal use, and community use.
- Maintain clear and frequent communication with the specified College Theatre Department staff

PREFERRED QUALIFICATIONS:

- BA in Drama/Theatre Arts, MA preferred
- Experience in 10 or more productions in the role of director at the high school or college level within the last 6 years
- Experience in 10 or more productions in one of the following roles: acting, choreographing, set designing, lighting designing, stage managing, etc.
- Work with junior college production teams required
- Ability to create and adhere to a production schedule

- Strong organizational and communication skills with an emphasis on youth/parent/volunteer communication desired
- Experience with both musical and non-musical drama productions
- Experience in production budgeting preferred
- Skills with directing a professional staff
- A strong candidate would also possess skills in all/some of the following: set design, set construction, costume design, lighting/sound design, dance/choreography, and vocal/instrumental music

REQUIRED QUALIFICATIONS

- California education credential, Single Subject English with subject Drama.
- Strong behavior management and positive discipline skills
- Demonstrated ability to work effectively with professional personnel, community and parents
- Ability to coordinate and direct the work of instructional assistants, support personnel

PHYSICAL EFFORT AND WORK ENVIRONMENT:

- Mental acuity to collect and interpret data, evaluate, reason, define problems, establish facts, draw valid conclusions, make valid judgments and decisions.
- Manual dexterity sufficient to write, use the telephone, computer, calculator and office machines at required speed and accuracy.
- Vision sufficient to read handwritten, printed materials, and the display screen of various office equipment and machines.
- Hearing sufficient to communicate in person and hold telephone conversations in normal range (approximately 60 decibels).
- Speaking ability in an understandable voice with sufficient volume to be heard in normal conversational distances on the telephone and when addressing groups.
- Physical agility to sit, stand, kneel, walk, push/pull, squat, twist, turn, bend, stoop and to reach overhead; physical stamina sufficient to sustain light physical labor for up to 8 hours, sit and/or walk for prolonged periods of time.
- Physical mobility sufficient to move about the work environment (office, District, school site to site) for sustained periods of time on hard flooring, climb slopes, stairs, ramps and to respond to emergency situations; physical strength sufficient to periodically lift and/or carry 20 pounds of materials or supplies; occasionally lift 40 or more pounds with assistance.
- Occasionally push and/or pull a variety of tools, equipment, or objects weighing 80 or more pounds; typically indoor work environment.

Nondiscrimination in Employment

The Fremont Unified School District is an Equal Opportunity/Affirmative Action Employer

The Fremont Unified School District Governing Board prohibits unlawful discrimination against and/or harassment of district employees and job applicants on the basis of actual or perceived race, color, national origin, ancestry, religious creed, age, marital status, pregnancy, physical or mental disability, medical condition, veteran status, gender or sexual orientation at any district site and/or activity. The Board also prohibits retaliation against any district employee or job applicant who complains, testifies or in any way participates in the district's complaint procedures instituted pursuant to this policy.