



Contract: Stagecraft Program Studio & Curriculum Development

(Short-term, September-November 2021)

Title: Stagecraft Program Studio & Curriculum Development Contractor

Department: Programming

Supervisor: Artistic Director, Theatre, Music & Film

Employment Type: Contract Sept – Nov 2021 (approx. 80 to 100 hours)

Role Overview:

Reporting to the Artistic Director, Theatre, Music & Film in collaboration with the Associate Artistic Director, Theatre, Music & Film, this short-term, contract position will play a critical role in developing a Stagecraft curriculum for new Arts Umbrella programming. The successful candidate will also oversee the set-up of the studio where Stagecraft will be held, including providing safety rules for the space, guidelines for ongoing maintenance, and recommendations for any additional equipment required.

Key Accountabilities:

- Meets regularly with the Artistic Director, Theatre, Music & Film and Associate Artistic Director, Theatre, Music & Film to understand vision for Arts Umbrella and specifically, the new programming direction
- Creates curriculum that supports the departmental vision, while considering the developmental capabilities and interests, educational needs, and potentially, special needs of AU students
- Leads the writing process, providing drafts for feedback from artistic team and Sr. Director, Programming
- Creates an implementation plan with artistic team, including any suggested instructional training and professional development on select curricula/equipment
- Sets up the Stagecraft studio space for optimal usage by students and instructional team including written maintenance guidelines/schedule for equipment, any recommendations for equipment purchases
- Writes a safety document to meet all WCB guidelines, for the proper use of the studio and its equipment to be followed by staff and students
- Performs related duties in keeping with the purpose and accountabilities of the contract



Education and Experience

The competencies for this position would typically be acquired through an undergraduate degree, significant professional experience in Theatre Stagecraft, and potentially, curriculum or educational development and demonstrated teaching experience, or an equivalent combination of education and experience.

Technical competencies

- Advanced understanding of Theatre Stagecraft.
- Solid understanding of teaching techniques and how to engage students in the creative process.
- Solid communication skills both written and oral.
- Solid organizational skills.

Suitability requirements (behavioural and psychological characteristics)

- Listens actively, maintains a positive attitude; takes appropriate action.
- Builds relationships across all levels.
- Demonstrates initiative.
- Ability to work in teams.
- Adaptable and flexible.
- Ability to plan.
- Problem solver, trouble shooter.
- Ability to take and follow direction.
- Ability to make good decisions.
- Professional and positive manner.
- Passionate about art and kids.

If you would like to make a difference in the lives of kids & teens, please forward your resume and cover letter in one document to job@artsumbrella.com no later than **September 21, 2021** indicating **Stagecraft Program Studio & Curriculum Development Contractor – Granville Island** in the subject line. We will review resumes as they arrive and schedule interviews when appropriate.

Arts Umbrella thanks all applicants for their interest and advises that only those selected for an interview will be contacted. ***No phone calls please.***