

### JOB DESCRIPTION: ARTS EDUCATOR

TO APPLY: Please submit your resume, two professional references, and your availability to teach Sept.-Dec., 2021, Mon-Thurs. between 3-7pm in Boise, Meridian, Nampa, Eagle and Caldwell to [allison@treasurevalleychildrenstheater.com](mailto:allison@treasurevalleychildrenstheater.com)

WE ARE HIRING FOR MULTIPLE POSITIONS WITH OPTION TO RENEW IN SPRING 2022

Position Title	Department	Reports to
Arts Educator	Education	The Education Director and appropriate Associates
Employment Status	FLSA Status	Effective Date
<input checked="" type="checkbox"/> Temporary <input type="checkbox"/> Full-Time <input type="checkbox"/> Part-Time	<input checked="" type="checkbox"/> Non-Exempt <input type="checkbox"/> Exempt	09/01/2021-8/30/2022
Hours of work: Based on program need	Pay range: starting at \$18 per hour based on experience	Pay date: Monthly, the last business day of each month

#### Position Summary

Seasonal/Program-specific Arts Educators play a critical role in delivering upon the mission of Treasure Valley Children’s Theater (TVCT), and carry out the philosophy and objectives established by the governing board. Collaborating with the Education Leadership Team, Arts Educators are responsible for the development and facilitation of creative, robust performing arts education curriculum in a variety of disciplines and for a variety of skill levels. Curriculum should reflect the TVCT five core values and develop life skills as well as skills in the performing arts. Arts Educators frequently provide educational programs through our partnerships with local School Districts, Parks & Recreation, and organizational partnerships. Artist Educators are expected to have reliable transportation and represent the company with professionalism.

#### Essential Duties and Responsibilities

- Consults with the Education Leadership Team on best practices, teaching trends, and materials appropriate for TVCT classes.
- Works with the Education Director, or appointed Education Associate, to set program goals and objectives.
- Plans, develops and administers age and skill-level appropriate program curriculum which promotes the transformative power of the arts and the TVCT five core values.
- Submits curriculum plans for review to the Education Director or appropriate Associate on time and when requested.
- Teaches children according to approved instructional programs at a rate and level commensurate with expected progress of each child.
- Encourages critical thinking through use of stimulating questions and ideas - and takes advantage of moments to advance learning and critical thinking.
- Appropriately acknowledge student achievement with personal connection to core values.
- Represents the company in a professional manner, communicating any venue, space, or partnership challenges or opportunities to the Education Leadership Team in a timely manner.
- Confidentially, and in a time-sensitive manner, maintains TVCT required class records, documentation, and files reports as required by the administration.
- Attends regularly scheduled team meetings and training as requested by the Education Director.

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- Ability or willingness to learn new methods for teaching curriculum that the Educator may not be as familiar with such as Choreography, Stage Combat, Musical Theater, or other special topics.
- Commitment to expanding teaching skills, accepting critique and coaching, works collaboratively, and is available for professional development, cooperative curriculum planning, reflection, and feedback sessions.
- Demonstrates respect and regard for the dignity of all visitors, employees, students, and collaborators to ensure a professional, responsible, and courteous environment that reflects the TVCT five core values.

### Minimum Qualifications

- Education: Associates degree in Theater, Education, Music, or a related field - or equivalent experiences in professional performing arts or education environments.
- Experience: 2 years of related experience working with youth.
- Reliable transportation and good driving record.
- Excellent communication skills in speaking and writing.
- Flexible schedule.

### Desired Qualifications

- Education: Bachelor's degree in Theater, Education, Music, or a related field - or equivalent experiences in professional performing arts or education environments.
- Experience: 4+ years of related experience working with youth.
- Training in First Aid, CPR, AED or other medical response.
- Able to teach in languages other than English, including Spanish and American Sign Language
- Experience teaching with various populations, i.e., early childhood, students with disabilities, English Language Learners, etc.

### Physical Demands and Work Environment

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this position. Reasonable accommodations may be made.

- Specific vision abilities required by this job include close vision and ability to adjust focus.
- Frequently required to stand, sit, and walk;
- Frequently required to reach with hands and arms;
- Frequently required to talk and hear;
- Frequently required to bend, twist, or climb.
- Frequently required to lift objects <25lbs, move chairs, furniture, or theater props in/out of the space.
- Occasionally asked to lift objects >25lbs with support from another person.
- Moderate concentration/intensity, which includes prolonged mental effort with limited opportunity for breaks.
- Average memory, taking into consideration the amount and type of information.
- High level of complexity for decision making. Average time pressure of decision making.
- The noise level in the work environment is usually moderate to high.

**Note** - This job description in no way states or implies that these are the only duties to be performed by the employee(s) incumbent in this position. Employees will be required to follow any other job-related instructions and to perform any other job-related duties requested by any person authorized to give instructions or assignments. All duties and responsibilities are essential functions and requirements and are subject to possible modification to reasonably accommodate individuals with disabilities. To perform this job successfully, the incumbents will possess the skills, aptitudes, and abilities to perform each duty proficiently. Some requirements may exclude individuals who pose a direct threat or significant risk to the

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health or safety of themselves or others. The requirements listed in this document are the minimum levels of knowledge, skills, or abilities. This document does not create an employment contract, implied or otherwise, other than an “at will” relationship.

### **Who We Are**

TVCT is a 501c3 nonprofit organization that empowers youth and inspires future innovators, entrepreneurs, creators, humanitarians and artists through quality performing arts experiences.

We believe theater arts programs have a powerful impact on the health and success of a community. Performing arts experiences offer youth a BRAVE SPACE\* within which to take risks, explore new ideas, develop their sense of self, express themselves, and support others in doing the same. Art education programs also build a climate of high expectation, discipline, and academic rigor that attracts businesses and strengthens community.

TVCT performing arts experiences offer youth a BRAVE SPACE\* within which to:

- Find **courage** to overcome fears, try new things and face challenges with enthusiasm.
- Master **commitment** to the process of developing something unique, setting goals and earning rewards.
- Practice **respect** for themselves, their peers, their community, and the transformative power of the arts.
- Demonstrate **enthusiasm** for the transformative power of the arts and their unique talents to change the world.
- Strive for **excellence** by being the best version of themselves in everything they do.

You can expect that TVCT performing arts programs will help young people improve performance skills like projection, enunciation, concentration and creating character. But, more importantly, TVCT programs introduce young people to important life skills such as creative problem solving, working through high-pressure moments, managing disappointment, teamwork, and increased self confidence.

Enrolling a young person in a TVCT program isn't just about putting them on stage in a cute costume, it's an investment in their future. We are changing the world one theater kid at a time.

### **Statement of Inclusion:**

Inclusion is at the core of TVCT's policies, programs, values, and people as we engage in creating an environment where all feel welcome, valued, and connected. As part of our work in making theater inclusive, we oppose acts of cultural appropriation and character depictions that deepen existing racial and cultural divides. We create BRAVE SPACES\* and identify that we are all on a journey to better understand ourselves, our neighbors, and the world in which we strive to be the best versions of ourselves. With this in mind, we have adopted the Theater for Young Audiences, USA Brave Space Standards:

#### **\*BRAVE SPACE STANDARDS**

TVCT strives to create a Brave Space for all students, employees, volunteers, and guests. We acknowledge that there is no such thing as a “Safe Space” for everyone; some voices are amplified, while others are traditionally silenced, dismissed, unheard, and/or erased.

We allow time and space for different group members to offer experiences with and/or definitions of each standard. Shared understanding of these standards is not only to avoid

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misinterpretations, but also to ensure their efficacy. Our Brave Space standards are described in the TVCT Handbook.

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**Reviewed with employee by**

Signature: \_\_\_\_\_ Name (print): \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**Received and accepted by**

Signature: \_\_\_\_\_ Name (print): \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

The company is an Equal Opportunity Employer, drug free workplace, and complies with ADA regulations as applicable.