



## **Drama and Technical Theatre Teaching Faculty Job Description**

Jesuit High School (JHS) is a Catholic, college preparatory school in the Jesuit tradition. Located on the border between Portland and Beaverton, Oregon, JHS is recognized locally and nationally for excellence and innovation in all of its programs. Jesuit High's motto, Age Quod Agis ("Do well whatever you do"), follows in the five-century tradition of St. Ignatius, who demanded that Jesuit schools make use of the best pedagogical practices of the day to allow students to flourish. We are seeking professionals who have the ability to provide academic, educational and personal inspiration to our students, toward our goal of preparing "men and women for others."

The successful candidate for this position will demonstrate experience/expertise in Drama and Technical Theatre, passion for 21st century instructional and culturally responsive practices, dedication to caring for and working with a diverse population of students and faculty/staff, and deep interest in being part of a mission-driven community. Our school has made a strong commitment to promoting diversity of our faculty; we encourage persons of all backgrounds to apply.

### **BASIC RESPONSIBILITIES:**

- Teach full time drama and technical theatre classes, ⅓ of the position is allocated to supporting the audio/visual needs of the school during Friday Mass, assemblies and other events as needed, as well as coordinating the use and maintenance of the Performing Arts Center.
- Plan and Direct a comprehensive co-curricular theatre program, working with other Department Members, producing and directing a theatrical season including musical, non-musical, and student-written/student-directed work.
- Create office hours, appointment schedules, and open meeting times to support students outside class
- Engage in clear, timely communication with colleagues, students, and parents
- Understand and appropriately use educational technology for learning
- Engage in ongoing professional growth
- Responsibly complete proctoring and supervision duties as assigned
- Responsibly complete grading submission and other administrative duties as assigned
- Participate in the co-curricular, mission, and formation life of the school
- Abide by and enforce all school policies and regulations
- Complete other duties and/or projects as assigned

## **MINIMUM QUALIFICATIONS:**

- Bachelor's degree or higher in the subject area or related field.
- Experience teaching drama, directing drama productions, and teaching/directing the technical theatre aspects of productions.
- Possession of or ability to obtain an Oregon teaching certification and appropriate endorsements.
- Passion for and experience in teaching and supporting a diverse population of high school students, including those with learning differences, in a college-prep environment
- Well-versed in up-to-date teaching and assessment methods.
- Proficiency with productivity and educational technologies
- Satisfactory clearance of a background check and eligibility to legally work in the United States (sponsorship of a work visa or work visa extension not available).

## **GENERAL INFORMATION**

- Salary Range: For the current academic year, the JHS Faculty Salary Schedule ranges from \$44,384 - \$94,253 per year based on years of teaching experience and level of education. This position also includes a stipend for work after school hours directing a co-curricular theatre program.
- This position is classified as a Regular Full-Time Exempt position; employees in exempt positions are expected to work as many hours as their job responsibilities require, which could include evenings and weekends as needed.
- Benefits package includes medical, dental, vision, and retirement options.
- This position will begin work on/about August 17, 2023, to prepare for the school year and is to be completed in accordance with the published school calendar as instructed by the school's administration.
- New faculty may be asked to or expected to complete some preliminary training and/or engage in preliminary onboarding experiences during the summer of 2023.

Notice of Non-Discrimination: Jesuit High School provides equal employment opportunities to all qualified persons without regard to race, color, religion, gender (sex), national origin, age, veteran status, sexual orientation, gender identity, disability, genetic information or any other characteristic protected by law. Jesuit High School provides equal employment opportunities without regard to religion when Catholic faith is not a job requirement.