Technical Director for Theater

TITLE: Technical Director for Theater

QUALIFICATIONS:

I. Hold a valid State of Maine Criminal History Records Check Approval.

II. CEHS teacher or staff member preferred.

III. An adult with a strong organizational and communication skills and a strong background and skill set connected with the technical/set design aspect of theater productions.

REPORTS TO: Building Principal or Assistant Principal

SUPERVISES:

Approximately 5-10 students and parent volunteers involved in the technical/set design aspect of Cape Elizabeth High School's technical/set design theater productions.

JOB GOAL:

The goal of the Technical Director is to support the set design needs of Cape Elizabeth High School's musical theater productions. The Technical Director develops the individual creative and technical skills of the tech crew, involving individual members in set design decisions as appropriate to their background and skill level. The tech crew gains an appreciation for the complexities of being part of a complex production and pride and confidence in their own abilities. Many members of the tech crew are students who are often not involved in multiple school activities so their successful work on the tech crew is an important source of pride, self confidence, and sense of competence.

PROFESSIONAL RESPONSIBILITIES:

I. In collaboration with the Theater Director, to plan for and implement the set design aspects of the various theater productions, including the creative planning for sets, manufacturing of sets, and the taking up and putting down of sets before and during theatrical productions.

II. To recruit students who can fill the various set design needs for a particular production.

III. To develop the necessary technical and creative skills in those students to successfully meet the set design challenges of each theater production.

IV. To study and practice the play in preparation for rehearsals and productions and their own role in the production.

V. To study the set design of other theater productions, including productions of the plays that are being produced by the Cape Elizabeth High School theater program.

VI. To attend theater rehearsals as requested by the Director to fit the needs of a particular production. In general, this involvement will entail at least 2-3 rehearsals per week from mid-September until late November. Set design will also entail many weekend and weekday hours for construction of sets outside of and in addition to rehearsal time.

VII. Other duties assigned by the Principal.

TERMS OF EMPLOYMENT:

Twelve months per year with compensation in accordance with the fee structure of the negotiated Cape Elizabeth Education Association agreement.

EVALUATION:

The basis of the evaluation will be the extent to which the performance responsibilities of the job are successfully handled and the extent to which yearly action plans and job goals are met. The Principal or Assistant Principal will perform the evaluation.

NOTE:

The above job description reflects the general requirements necessary to describe the principal functions or responsibilities of the job identified and shall not be interpreted as a detailed description of all work requirements that may be inherent in the job, either at present or in the future.

Approved: November 9, 2010

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