



Position Description

Job Title:	Resident Teaching Artist		
Reports to:	Director of Education and Outreach	Part Time	
Supervisory Responsibilities:	No	FLSA Status:	Non-Exempt

Position Summary

The Resident Teaching Artist will be responsible for co-creating and facilitating consistent, high quality educational experiences that are aligned with the mission, vision and values of the Civic designed to serve and reflect our community.

Essential Functions

- Under the direction of the Director of Education and Outreach, create and teach lessons within the curriculum framework of the Academy of Theatre Arts, including teaching, preparing classroom materials, and stepping into the classroom to assist or substitute as needed.
 - Lessons may be taught onsite or at one of our outreach locations
- Teach camps as determined by the Director of Education and Outreach

Qualifications and Traits

Do not hesitate to apply and tell us about yourself! We know there are great candidates who may not have all the experience listed below but who possess transferable skills.

- Experience teaching or leading youth, ages 3 – 12 years
- Confidence in at least one of the following visual and performing arts skills: acting, singing, dancing, design/crafting
- Collaborative, self-motivated, responsible, communicative, punctual and organized
- Strong written, oral, and interpersonal communication skills and successful interpersonal skills
- Experience creating environments of belonging through high-quality educational opportunities using theatre as the medium
- Course work or experience in education and/or the theatre arts preferred.

Physical Requirements:

- Requires frequent sitting and walking
- Must be willing to work a flexible schedule, including late afternoons and early evenings during the week; Saturday morning availability a plus
- The physical ability to travel between the various CIVIC building locations is required.
- Must have a valid driver's license and/or reliable transportation to travel to our outreach locations
- Reasonable accommodations will be made to enable individuals to perform essential functions

The Kalamazoo Civic Theatre is an Equal Opportunity Employer. We celebrate diversity and are committed to creating an inclusive work environment that inspires all individuals and provides a work environment free of discrimination and harassment.