

## **Director – Children’s Theater Summer Camp**

Directors for our Children’s Theater Summer Workshop lead a group of young performers through the rehearsal and production process while contributing to the technical needs of various shows. This role includes planning daily rehearsals, teaching core performance skills, coordinating with scenic and costume designers, preparing scripts for tech, and managing key communication tasks such as cast lists, headshots, and daily photo updates. Class Directors also post materials on Google Classroom and create a Photo Call moment list for production week. Ideal candidates are creative, organized teaching artists who thrive in a fast-paced environment, enjoy collaborating with a supportive artistic team, and are excited to help young performers shine.

### **Key Responsibilities**

#### **Rehearsal & Instruction**

- Plan and implement a clear, organized day-to-day rehearsal schedule
- Teach blocking, character development, and performance skills
- Prepare students for all aspects of the final performance
- Post rehearsal updates, materials, and reminders on Google Classroom

#### **Production & Technical Support**

- Mark up scripts for the microphone, sound, and lighting booth
- Coordinate with scenic design and costume teams prior to Day 1
- Create a detailed Photo Call moment list for production week
- Support technical needs for additional shows throughout the summer

#### **Communication & Documentation**

- Submit the finalized cast list for program creation
- Take or coordinate headshots on the first day and send them to the designated Headshot Board contact
- Submit daily photos and brief descriptions for social media posting
- Maintain clear communication with staff, families, and production teams

#### **Collaboration & Leadership**

- Work closely with choreographers, designers, and fellow directors
- Model professionalism, creativity, and positivity for students and interns
- Foster an inclusive, supportive rehearsal environment