



Job Description Teaching Artist

Organization Summary

The Unusual Suspects Theatre Company's mission is to mentor, educate, and enrich underserved youth through the creation of collaborative, original theatre. Our vision is a world where all youth are given the opportunities and support they need to succeed.

Job Summary

As a part-time position, the Teaching Artist role is the lead for The Unusual Suspects programs in the schools, community and probation camps. The TA plays a critical role in the success of the program and takes on a variety of roles within the program including, facilitator, actor, mentor, coach and teacher. Teaching Artists should have demonstrated experience in theatre arts or playwriting disciplines and be passionate about teaching school-aged children in public school settings. Our team of Teaching Artists are experienced in creating safe learning environments to foster pro-social development, modeling positive behavior, and supporting participant accomplishments, no matter how large or small. The Teaching Artists interact with school administrators and teachers and are responsible for all daily program goals. Candidates must be committed to on-going professional development as an arts practitioner and educator and to participate in US community events. All Teaching Artists report to the Program Manager.

Duties and Responsibilities:

- Implement US arts integrated curriculum and or create lessons to support social and emotional development through theatre arts instruction
- Highly skilled in one or all of the following theatre arts disciplines; acting, improvisation, playwriting, movement, vocal production or technical theatre production
- Experienced at guiding students to full-scale culminating presentations
- Allow students to "share out" what they have learned and reflect on their learning at each workshop
- Plan and establish a safe learning environment for all participants and artists
- Participate in pre-plan and post-planning meetings with co-teaching artists, US staff, and or mentors
- Document workshop agenda and successes and challenges for each session and share with Administrative staff
- Report weekly with Administrative staff any workshop concerns including lessons, learning, attendance, and facility issues
- Committed to on-going professional development as an arts practitioner and educator and to participate in US community events
- Submit participant attendance and sign in sheets, and other documents in a timely manner in accordance with the Administrative deadlines
- Adhere to US guidelines & policies and to those of the facility, reporting any incidents or problems as outlined to US leadership and school or camp management
- Be a positive role model to students, school staff and fellow Teaching Artists
- Perform other duties as assigned

Desirable Skills & Qualifications

- Must have a Bachelor degree (BA, BS, etc.) in related field
- At least 5 years of working experience in a similar role
- Work well with people in various communities, institutional and governmental organizations
- Cultural competency to work with individuals from diverse backgrounds

- Work with diverse set of community-based organizations, residents and stakeholders
- Foster open communication within and among diverse groups
- Work in a team environment with minimal supervision
- Some experience in community organizing is helpful, team building and group dynamics
- Experience in meeting facilitation, and/or community relations
- Ability to work independently, be flexible, and manage multiple priorities
- Work well in a team-oriented environment and maintain harmonious relationships
- Proficient computer skills, especially using Microsoft Suite and Google Suite of applications
- Detail-oriented with excellent communication, organizational, interpersonal and writing skills
- Experience with public speaking and presentations
- Direct knowledge and/or experience within SPA 2 region preferred
- Must have reliable transportation, be able to drive a car and have appropriate auto insurance coverage, and a valid California Driver's license
- English/Spanish bilingual preferred

Personal Qualifications:

The candidate has a commitment to developing leaders and coalition building. Strong commitment to social change through community empowerment and the arts. Personal values align with the vision and values of the Unusual Suspects organization.

Physical Requirements & Work Environment:

Must be able to drive a motor vehicle and have access to reliable transportation. Must be able to lift 30 pounds. Must be flexible working in a fast-paced, non-profit environment. Experience or interest in theatre and youth arts education is a plus. This position works primarily at program sites. Must be willing to use personal equipment such as cell phone and laptop/tablet when working remotely. Must be willing to undergo clearances/ background checks for school and probation camp sites.

Salary & Schedule

- \$25 - \$45 hourly. Commensurate with experience. Non-exempt part-time position.
- Position is expected to work 10-20 hours weekly. Candidate must be open to work a flexible schedule, including some evenings and weekends.

Apply Today!

Send resume and cover letter to jobs@theunusualsuspects.org. Include in the subject line of your email the title of the position in which you are applying. No calls please.

Additional Information

The information presented indicates the general nature and level of work expected of employees in this classification. It is not designed to contain, or to be interpreted as, a comprehensive inventory of all duties, responsibilities, qualifications and objectives required of employees assigned to this job. The Unusual Suspects provides equal employment opportunities to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.