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**Teaching Artist**

Criteria/Job Description

OCP teaching artists play a critical role within its education program as facilitators, mentors, actors, coaches, and teachers. Teaching artists must be able to demonstrate solid experience in the world of theatre as well as a desire to meaningfully engage those who wish to learn. Teaching artist must be committed to creating a safe and inclusive space for all students. Teaching artists must be willing to communicate with the Director of Education effectively and consistently to better ensure continuity, understanding and the overall betterment of the Henry Fonda Theatre Academy.

**Job Duties:**

* Create a curriculum and lesson plan in the area of artistic discipline.
* Create a classroom environment that feels safe and inclusive for all students.
* Ensure that all needed materials and supplies are requested in a timely manner.
* Communicate to appropriate staff any classroom or attendance concerns, behavior issues, or facility issues.
* Submit weekly sign in sheets and progress reports in a timely manner.
* Collect surveys from students and parents at the end of the programming period.
* Participate in scheduled pre and post session(s) planning meetings.
* Participate in biannual teaching artists retreats and gatherings.
* Assist in the promotion of classes and workshops through social media.
* Assist with OCP educational promotions, events, and tours at least 2 times per year.
* Refrain from any activity or communication that may negatively impact the growth and development of the OCP education program.
* Communicate any diversity, equity, inclusion and accessibility questions, concerns, or feedback immediately to the Director of Inclusion and Community Engagement.
* Be a positive role model to students, fellow teaching artist and OCP staff.
* Must be willing to meaningfully participate in the annual program and teaching artist evaluation process.
* Other duties as assigned.

**Requirements:**

* Must be able to pass a background check.
* Must have a BS or BA in Theatre or Education or minimum 2 years of teaching experience in acting, improvisation, playwriting, movement, vocal production, or technical theater production.
* Must be able to clearly articulate and demonstrate in the area of instruction.
* Must have the cultural and social competency to work with individuals from diverse backgrounds and those that may be differently abled.
* Must be able to effectively communicate and engage with students and staff.
* Must be able to work as a team or independently with minimal supervision.
* Be willing to collaborate and/or work in pairs with fellow teaching artist.
* Must demonstrate a strong commitment to social change through the arts.
* English/Spanish bilingual not a requirement but a bonus.