**TITLE:**

 Drama Coach

**QUALIFICATIONS:**

1. Employed as a teacher by Loup City Public Schools and holds the appropriate certification
2. Has knowledge of adolescent young men and women and the ability to apply said knowledge
3. Has the ability to organize materials and people
4. Has Drama and/or Speech skills

**REPORTS TO:**

 Principal

**JOB GOAL:**

The Drama Coach will have coordinate and direct the all-school play and the one-act play.

**PERFORMANCE RESPONSIBILITIES:**

 In directing the one-act play, the Drama Coach will:

1. Select and prepare the script
2. Edit the script
3. Set dates for the production on the school calendar
4. Arrange and supervise tryouts
5. Cast student participants to appropriate roles
6. Assume responsibility for compliance to all NSAA rules and regulations which include becoming an NSAA certified play production judge
7. Organize a production and rehearsal schedule
8. Secure parental permission for students to take part in the activity
9. Supervise all rehearsals
10. Direct the play by supervising all blocking, acting and technical matters
11. Supervise construction of the set and technical preparations
12. Arrange publicity and advertising for the play
13. Coordinate the school’s entry in one-act contests, including conference and district competitions and hosting invitational meets
14. Arrange for travel to away contests
15. Supervise and direct the stage performances for school matinees and fundraising performances
16. Supervise post-production set “striking” and clean up

In directing the all-school play, the drama coach will:

1. Select an appropriate play
2. Set dates for the production on the school calendar
3. Arrange and supervise tryouts
4. Cast student participants to appropriate roles
5. Organize a rehearsal schedule
6. Supervise all rehearsals
7. Supervise construction of the set and properties
8. Coordinate technical production for the play
9. Arrange publicity and advertising for the play
10. Supervise the production of the play
11. Supervise post-production clean up

All other district-related duties as assigned by supervisor

**ESSENTIAL FUNCTION:**

 Regular and reliable attendance is an essential function of the job.

**TERMS OF EMPLOYMENT:**

 Terms of employment will be defined by Board policies and the negotiated agreement.

**EVALUATION:**

The Drama Coach will be evaluated according to the information delineated on the job description and according to school policy. The evaluation will be conducted by the Principal.