



The Jewish Community Center is seeking an **Assistant Director** for our Youth Theatre summer production of *Disney's Peter Pan Jr.* This production is in "camp" style and will be held from 9am-3pm Monday through Friday June 20th-July 15th, with performances on Thursday, July 14th at 7pm and Friday, July 15th at 1pm. There will be breakout sessions, be prepared to possibly teach other dances and theatre games. This program is for children in grades 6-9 providing a summer theatre intensive.

Responsibilities:

- Working with the Director to help to assign parts. Assignments should match to cast member's strengths and interests. All participants are cast.
- Along with the Director, plan rehearsal details and conduct rehearsals and performances in a fun but safe manner. Communicate plans with cast, crew and Youth Theatre Coordinator.
- Together with the Director, block the show and teach to cast. Provide simple choreography as needed.
- Assist actors with character development while sharing with them the vision for the show.
- Ensure all materials are gathered and put away after rehearsals and performances. Ensure any materials that must be returned are accounted for.
- Know and understand all safety procedures of the J. Be able to lead the participants in the event of an emergency.
- Attend all training and meetings as required. Attend all rehearsals and performances.
- Other duties as assigned.

Qualifications:

- High School Diploma or GED is required.
- College degree in a related field is preferred.
- Prior experience working with children is required.
- One or more years of previous theatre experience across disciplines.
- Strong organizational skills
- Patience and ability to deal with multiple priorities at one time.
- Must be able to communicate effectively verbally and in writing.

For further information about the J, please see our website: www.jcctl.org .

To apply for this position, please submit your resume, cover letter, and completed J application to careers@jcctl.org . Please be sure to list the position you are applying for in the subject line of your email, "Assistant Director (Youth Theatre)". Applications may be downloaded from the employment section of our website, completed, and scanned/attached to your email. Note that this is not an online form.

The J is an Equal Opportunity Employer and participates in the Department of Homeland Security's E-Verify program.

