



Cincinnati Playhouse in the Park is an Equal Opportunity Employer (EEO) and is committed to fostering a culture of diversity and inclusion in all areas of its work, both on and offstage. Qualified individuals who bring diverse perspectives and life experiences to the workplace are especially encouraged to apply.

Job Title: Teaching Artist Training Fellowship Program/ Summer Camp Counselors

Department: Education and Engagement

Reports to: Education Director

FLSA Classification: Full time, Seasonal, non-exempt

Start Date: May 28, 2024

Salary: \$12.00/hour

Position Overview:

Cincinnati Playhouse in the Park seeks Teaching Artist Fellowship Program/ Summer Camp Counselors for our 2024 Summer Theatre Day Camp.

The Teaching Artist Training Fellowship at Cincinnati Playhouse in the Park is designed to provide pedagogical training in a practical environment for emerging artists interested in pursuing work as a teaching artist. During the summer, fellows will serve as camp counselors for Playhouse summer camps, which includes working as teaching assistants and group leaders. They will learn by observing, assisting, co-teaching and then leading – all while receiving supplemental training throughout the summer.

The beginning weeks of camp focus on learning the processes and procedures of the day-to-day operations of a large-scale education program like summer camp, practicing classroom management skills and observing different teaching styles, followed by weekly online learning, analysis, and discussion. In weeks following, fellows will begin the transition from assistant teacher to co- and lead teachers. As Teaching Artist Fellows/counselors, participants in the training program will help to facilitate all aspects of camp, including serving as role models who assist and motivate campers. Throughout the day counselors facilitate their group's activities, complete check-in and check-out of students, proctor camper breaks, and support Teaching Artists as teaching assistants during classes, among other projects as assigned.

Ideal candidates have completed or are working towards a college degree in theater or education, or possess relevant experience, have experience working with children and are enthusiastic about teaching theatre to youth. Previous experience teaching is a plus but is not required.

Camp dates run June 3 – June 28, 2024, and July 8-August 2, 2024. Shifts will be assigned between the hours of 7:45 AM and 5:45 PM. Shifts may change per week within that window. Total hours will typically run 25-40 hours per week including any trainings that occur during the camp week, not to exceed 40 hours per week. Selected candidates will also need to be available for training and preparation May 28-31, 2024, 9:00 am – 5:00 pm and July 1-2, 2024, 9:00am – 4:00pm

Program Schedule:

Orientation/Prep Week: May 28-May 31, 2024, 9:00 am – 5:00 pm

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Camp dates:

- Weeks 1-4: June 2 – June 28
- Holiday (unpaid) Days Off: June 19 and July 3-5
- Camp Prep and Trainings: July 1-2, 9:00 a.m.-4:00 p.m.
- Weeks 5-8: July 8-August 2

Weekly Trainings: during weeks 1-8, Wednesdays from 6-7:30 p.m., online or in person

This position requires travel to camp locations including Cincinnati Playhouse in the Park, Ignite Institute, and Mason Community Center/Middle School. Qualified candidates must be flexible and able to work at whichever location is needed by the camp administrative team; therefore, candidates must possess reliable transportation.

Position Responsibilities:

- Group Leader for one group each week or floater as needed
- Lead morning warm-up and afternoon group activities
- Escort students to each class & assist Teaching Artists during classes
- Proctor all student breaks and lunch
- Coach students one-on-one and in small groups
- Support students in the Launchpad Accessibility program as needed
- Co-teach and lead teach as assigned within the Fellowship program
- Perform administrative duties, as needed for group management
- Provide assistance with room and administrative prep
- Help meet CDC COVID-19 safety/cleaning requirements
- Perform other duties as assigned

Ideal Qualifications and Requirements:

- Experience working with children, particularly in a large group setting preferred
- Ability to interact and build relationships with people of diverse backgrounds, personalities and working styles.
- Organized and able to solve problems quickly and positively
- Good email communication skills
- Experience with customer service
- Experience with administrative processes preferred
- Completed or are working towards a college degree in theater, or possess relevant experience

Work Environment and Physical Demands:

- Frequent sitting, standing, walking, stooping, kneeling, crouching and crawling
- Frequent lifting, carrying, pushing and pulling up to 10 lbs. and occasionally up to 25 lbs.

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- Ability to speak clearly and to hear/listen to campers and other staff via phone or in person
- Position may require local travel to other worksites
- Housing is not available at this time.

The physical demands and safe working expectations described here are representative of those that must be met by an employee to successfully perform the essential functions of the job, with or without a reasonable accommodation.

Cincinnati Playhouse in the Park continues to monitor the pandemic situation. Qualified candidates will be expected to comply with Playhouse's health and safety plan – while at work and outside work – that continues to be updated per latest state and Federal guidelines.

While this description is intended to be an accurate reflection of the current position, it is not necessarily exhaustive of all responsibilities, duties, requirements, or expectations of this position. Cincinnati Playhouse in the Park reserves the right to revise or amend this description based on business needs or changes to the work environment.

Employment is contingent upon successful completion of a background check.

To apply: Qualified candidates should submit a resume and references to Ariana Moses, Education Director, at Ariana.Moses@cincyplay.com. No phone calls please. Applications will be reviewed on a rolling basis and the positions will be filled as soon as the successful candidates are identified.