



### **Summer Stage Teaching Staff**

**Positions Available:** Music Director (Annie Jr & Magic to Do)  
Teaching Artist (Summer Shakespeare, Take Center Stage B, Comedy Camp)  
Musical Theater Teaching Artist (The Prom)

**WHO WE ARE:** We are a company dedicated to sparking imagination and building community through the creation and experience of theater. For over 55 years, CTM has been part of the cultural fabric of South-Central Wisconsin, providing exceptional theater productions and educational programs for youth and families. [Click here](#) to learn more.

Every CTM employee is engaged in our mission of ongoing equity, diversity, and inclusion work as we strive to be an anti-racist organization. Inclusion is a core value at CTM, and creating an inclusive workplace and work culture is essential. Please read our Inclusion Statement [HERE](#).

**JOB SUMMARY:** CTM is looking for passionate and skilled theater and arts educators to join our Summer Stage teaching team. These positions will collaborate with fellow artists to co-facilitate and create curriculum, mentor Teaching Assistant Interns, and create a supportive environment where students can build confidence, work as an ensemble, exercise their imagination, and perform. This is a great opportunity for seasoned educators and teaching artists with experience in facilitation, curriculum development, and community building.

**SPECIFIC PROGRAM LENGTHS:** Please specify availability when applying.

**Annie Jr. Starlight Series Production:** July 8th- July 26th

Week 1: M-F:8:45am-3:45pm

Week 2: M-F: 8:45am-3:45pm

Week 3: M-TH: 8:45am-3:45pm, F: 8:45am-3:45pm & 5:45-9:15pm, Sat: 1:45pm-9:15pm

**Magic to Do: An Arts Exploration:** July 22nd- August 2nd

Week 1: M-F:8:45am-3:15pm

Week 2: M-TH:8:45am-3:15pm, F:8:45am-3:30pm

**Summer Shakespeare:** July 1st- July 12th

Week 1: M-W: 8:45am-3:45pm, F:8:45am-11pm/Midnight (Camp day includes a performance at American Players Theater)

Week 2: M-TH:8:45am-3:45pm, F: 8:45am-4:15pm

**Take Center Stage B** August 12th- August 16th

Week 1: M-TH:8:45am-3:15pm, F:8:45am-3:30pm

**Comedy Camp:** July 1st- July 5th (No Camp July 4th)

Week 1: M-TH:8:45am-4:15pm, F:8:45-5pm

**The Prom: A Cabaret with “Zazz”:** July 29th- August 2nd

Week 1: M-TH:8:45am-4:15pm, F:8:45-4:30pm

**PRINCIPLE RESPONSIBILITIES:**

- Collaborate with your Teaching Artist team to create Lesson Plans and a Curriculum Outline prior to the start of the program.
- Choose materials that align with the program theme / content as needed (ie: books, music, visual aids, art supplies, etc).
- Ensure CTM curricular goals for the class are met through planned exercises, activities, and projects.
- Facilitate classes, workshops, and rehearsals that are engaging, interactive, educational, and fun.
- Use the CTM Mission & Values as a tool to create a positive, safe, inclusive, and supportive learning environment for every student.
- Engage in a community of respect and collaboration with other Teaching Artists and MYArts community members.
- Maintain communication with the Education Department during lesson planning and program facilitation.
- Attend required Teaching Artist training(s).

**EXPERIENCE / SKILLS:**

- Previous experience as a Teaching Artist or Arts Educator that includes developing and facilitating curriculum for young people required.
- Ability to use classroom management techniques to create a positive, safe, inclusive and supportive learning environment for every student.
- Highly organized, excellent communication skills, and the ability to work independently and collaboratively.
- Flexibility and willingness to problem solve / adapt curriculum based on the needs of the students.
- Trauma Informed Care (TIC) practices are a plus.

**COMPENSATION:** This is a limited term position. Compensation ranges based on program length and role. Program descriptions for Summer Stage 2024 can be found [HERE](#). Compensation breakdowns for each program located below:

- For full day programs (1, 2, and 3 week sessions):
  - \$500-630 for weekly facilitation time (this depends on program type and position, not experience).
  - \$105 for weekly lesson planning.
  - \$15 for weekly training / meeting attendance.

**TIMELINE / PROCESS:**

- Applications will be reviewed on a rolling basis upon receipt

- Interviews will be conducted within 1-2 weeks of application receipt
- Training(s) will take place in late May / early June
- We hope to have the positions filled by early/ mid June
- Start date is dependent on the program(s) you are hired for

**TO APPLY:** please send the following to Erica at [erica@ctmtheater.org](mailto:erica@ctmtheater.org) with the subject line “Summer Stage Teaching Artist - Application”

- Completed Summer Stage Interest Google Form - [LINKED HERE](#)
- Resume or Work Experience History that reflects your qualifications for this position (Teaching Artist / Theater / Arts Educator)
- A Sample Lesson Plan
- A Teaching Philosophy that demonstrates your approach to and passion for theater education (optional)

**EOE:** Children’s Theater of Madison is an equal opportunity employer. We will not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations. We will take affirmative action measures to ensure against discrimination in employment, recruitment, advertisements for employment, compensation, termination, upgrading, promotions, and other conditions of employment. We are committed to providing an inclusive and welcoming environment for all members of our staff, clients, volunteers, subcontractors, and vendors.