

**Garces Memorial High School
Bakersfield, CA**

Position Title: Part-Time Drama Director

Season: Spring Musical Production

Employment Type: Part-Time / Temporary

Reports To: Assistant Principal of Student Life

Position Overview

The Part-Time Drama Director is responsible for leading all artistic, creative, and organizational aspects of a spring musical production. This role includes casting, directing rehearsals, collaborating with production staff, and ensuring a high-quality performance experience for participants and audiences. The ideal candidate is a dynamic, organized, and inspiring leader with experience in musical theatre and youth or community-based productions.

Key Responsibilities

Artistic Direction

- Select or support the selection of an age-appropriate, feasible musical for the spring production.
- Create a cohesive artistic vision for the show and communicate it clearly to cast and staff.
- Direct all scenes, blocking, character work, and stage movement.
- Guide actors in developing performance skills, including expression, timing, and ensemble collaboration.

Casting & Auditions

- Plan and conduct auditions and callbacks.
- Make casting decisions and communicate roles respectfully and professionally.
- Provide feedback, encouragement, and growth-oriented support to all participants.

Rehearsal Management

- Develop and maintain a detailed rehearsal schedule.
- Lead rehearsals efficiently while fostering a positive, safe, and inclusive creative environment.
- Ensure all participants understand expectations, call times, and performance responsibilities.

Collaboration & Communication

- Communicate regularly with parents, participants, volunteers, and administration as needed.
- Oversee production meetings and contribute to planning for sets, lighting, costumes, props, and technical needs.

Production Preparation

- Oversee all staging and technical rehearsals and dress rehearsals.
- Ensure the final production reflects strong artistic quality, preparation, and professionalism.
- Support safe use of the stage, backstage areas, and equipment.

Administration & Compliance

- Maintain attendance, rehearsal reports, and any required documentation.
- Adhere to organizational policies, safety protocols, and budget guidelines.
- Model professionalism, punctuality, and respect.

Qualifications

- Experience directing musical theatre productions (school, community, or professional).
- Knowledge of theatre production processes (blocking, character development, stagecraft).
- Strong communication, leadership, and organizational skills.
- Ability to work collaboratively with artistic and technical staff.
- Experience working with youth.
- Ability to create a positive, inclusive, and encouraging environment.

Schedule & Commitment

- Part-time, typically 6–12 hours per week, increasing closer to performance dates.
- Includes auditions, rehearsals (after school/evenings/weekends), technical rehearsals, and performances.

Compensation

- Stipend will be based on experience

How to Apply

Interested candidates should submit the following to Caitlin Thompson at cthompson@garces.org

- Resume outlining relevant theatre and directing experience
- Cover letter or brief statement of artistic approach
- References