

Book-It Repertory Theatre seeks a **Director of Education**

Book-It Repertory Theatre is looking for a skilled and vibrant Director of Education to lead the Arts and Education Department in fulfilling its mission to provide an interactive relationship between youth and literature through diverse theatrical productions and educational programs that promote the joy of reading, enhance student and teacher learning, and inspire the imagination.

Expectations and Qualifications

The Director of Education will oversee educational components of touring shows, residencies, student matinées, teacher professional development, and community partnerships, as well as: ensure the artistic excellence of all programs and productions; develop and implement student learning assessment and program evaluation systems; develop programming and partnerships that further Book-It's mission to inspire audiences to read; and steward Book-It's "Literacy Initiatives."

Looking for someone who has:

- A BA in theatre, arts education or related field
- Strong leadership skills with the ability to inspire and guide actors and arts educators
- Strong passion for literature, theatre, education, and children
- Excellent organizational and communication skills
- Experience managing staff
- Experience with, and knowledge of, artistic elements of theater production
- A background with state and national standards with regards to literacy and theatre instruction

Primary Duties and Responsibilities

Artistic

- Act as Associate Director of all tours under the supervision and guidance of Artistic Directors with responsibilities including season selection, casting, artistic and production values
- Direct and/or adapt 1 to 2 touring productions yearly
- Work to develop regional and national touring production capabilities

Teaching & Learning

- Align all learning materials and programs with national and/or state standards in literacy and theatre
- Oversee development of study guides and touring workshop content
- Teach a Book-It Residency K-12
- Train actors and teaching artists in the Book-It Style™
- Lead staff on and teach follow-up workshops for Bringing Theatre into the Classroom Teacher Professional Development Program in collaboration with Seattle Repertory Theatre and Seattle Children's Theatre

Marketing & Communications

- Partner with the Marketing and Communications Department to market the program locally and nationally
- Develop community partnerships with local organizations
- Represent Book-It at community meetings and local/national conferences regarding arts and education

Evaluation

- Evaluate and track all components of the Arts and Education Program through evaluation systems, student learning assessments, data collection, and reporting
- Make site visits to schools, libraries, and community venues to observe performances, audience response, workshops, and teacher/student involvement

Budgets & Fundraising

- Develop and monitor Arts and Education fiscal year budgets and individual program budgets
- Partner with the Development Department to fundraise through grant writing and reports, events, individual stewardship, and public speaking

Administrative Oversight

- Oversee Education Associate and Tour Manager and all duties carried out by these positions
- Hire, oversee and manage directors, adapters, actors and designers as temporary employees
- Participate in Strategic Plan implementation
- Develop and maintain the Literacy Advisory Committee
- Attend selected Board meetings

In this position, there is occasional lifting of up to 20 pounds; occasional use and operation of miscellaneous equipment and furnishings as tasks and projects require, as well as the use of a computer. Office access includes stairs. Some evenings and weekends are required.

Position is Full-time Annual, Exempt; Reports to: Co-Artistic Directors and Managing Director

Compensation: Salary DOE

How to Apply:

SEND COVER LETTER AND RESUME TO

Director of Education Search

Book-It Repertory Theatre

305 Harrison St

Seattle, WA 98109

Or email eddirsearch@book-it.org with the subject line: "Director of Education applicant"

No phone calls, please. Application deadline: December 1, 2014.

About Book-It Repertory Theatre www.book-it.org

Founded in Seattle in 1990, Book-It Repertory Theatre holds to the belief that reading and literacy are fundamental rights and keys to success. Book-It creates world-premiere adaptations of classic and contemporary literature for the stage in the Book-It Style™, which preserves the narrative text as it is spoken, not by a single "narrator" but as dialogue by the characters in the production. This technique, developed over the past 25 years, continues to evolve to serve our mission.

Book-It's Arts and Education Program is dedicated to inspiring people of all ages to read. The program tours a diverse range of stories to schools, libraries, and community venues throughout Washington State; conducts long-term residencies in schools; offers teacher professional development; and presents affordable student matinées of Book-It's main stage shows.

Book-It Repertory Theatre is an Equal Opportunity Employer. *Book-It Repertory Theatre is committed to supporting a diverse work force. Qualified applicants are considered for all positions without regard to race, color, religion, sex, national origin, citizenship, age, marital status, sexual orientation, physical or mental disability, political ideology, or any other legally protected status.*