

## Theatre Director (Program Coordinator)

Summer Youth Theatre Program

Anticipated start date: June 3<sup>rd</sup>, 2024

Contract Length: 12 weeks

Hours per week: 35 hours

Number of Positions: 1

OLT is looking for YOU! A dynamic, well-organized, passionate person experienced in youth education and all aspects of theatrical production to serve as Program Coordinator for our highly regarded Summer Youth Theatre Program. The Summer Youth Theatre Program operates for 8 weeks during the months of July and August: daily onsite supervision of youth and staff is a required aspect of this.

The Theatre Director will work with the Director of Education to develop the program, select pieces to perform, and assist in the selection of staff to help run the program. They will also oversee staff training, program safety, execution and delivery including all educational seminars, workshops, and exploratory rehearsals designed to inspire and intrigue, as well as to develop theatrical and life skills. They will aid in recruitment of youth for the educational program and ensure the safety, security, and occupation of participants at all times, as well as ensuring that participants and their guardians adhere to all current health and safety guidelines while on site. They will work together with the Director of Education, Stage Directors, and Operations Manager with regards to the usage of any theatre-owned equipment and materials. They will work within the given budget and content guidelines to create and deliver excellent programming for those enrolled in each session of the program and will present a final written report on each session to the Director of Education.

To apply, please send a resume and detailed cover letter to OLT's Director of Education, Isabelle Blanus, at [iblanusa@oshawalittletheatre.com](mailto:iblanusa@oshawalittletheatre.com)

The deadline to apply is midnight, May 20th, 2024. Interviews will be conducted in-person or via Zoom during the week of May 20<sup>th</sup>.

Oshawa Little Theatre provides an increasingly diverse audience and its theatre practitioners with consistently high quality, excellent value live performances, education and mentoring in an outstanding community performing arts facility. Oshawa Little Theatre provides education and mentorship opportunities to children

and youth through performance and technical theatre programs, which operate year-round. Oshawa Little Theatre provides volunteer and educational opportunities for interested parties of all ages in all areas of theatre development.

Oshawa Little Theatre's educational programming supports youth in our community. We provide theatrical training and employment opportunities without bias and welcome those who self-identify as disabled, minority, special needs and LGBTQ2+. We are officially recognized within our community as a leader in youth programming and support.

Oshawa Little Theatre is an inclusive working environment and welcomes applications from all qualified candidates. If you need any accommodation pertaining to accessibility throughout the application or interview process, please do not hesitate to make a request. Thank you to all applicants – however only those selected for an interview will be contacted. For more information on Oshawa Little Theatre – please visit our website: [www.oshawalittletheatre.com](http://www.oshawalittletheatre.com)

## **Qualifications**

This job is part of the Canada Summer Jobs Program. As per the requirements of the program, candidates need to meet the following criteria. Please ensure you review the below before applying:

- Be between 15 and 30 years of age at the start of the employment;
- Be a Canadian citizen, permanent resident, or person to whom refugee protection has been conferred under the Immigration and Refugee Protection Act for the duration of the employment;
- Have a valid Social Insurance Number at the start of employment and be legally entitled to work in Canada in accordance with relevant provincial or territorial legislation and regulations;
- The candidate must be 15 years of age at the beginning of the employment period. The candidate may be older than 30 years of age by the end of the employment period, but must not be older than 30 years of age at the beginning of the employment period;

- Youth awaiting a refugee status ruling, as well as those who hold any form of a temporary visa, which may entitle them to work, are ineligible to apply under the terms of the Canada Summer Jobs program.