



# Special Gifts Theatre

DREAM ★ BELIEVE ★ ACHIEVE

## Special Gifts Theatre Program Aide Job Description

**Position Summary:** This is a part-time, seasonal position responsible for supporting the SGT program by providing a safe, nurturing and successful experience for all the students in the program for the classroom, production and choreography components of the SGT season and the Musical Theatre Palatine-Rolling Meadows (MTP-RM) Program meets from November 2023-April 2024 at Conyers Learning Academy. .

**Reporting Relationships:** Reports directly to the Program and Educational Managers.

### **Major Responsibilities:**

- Assist SGT teaching staff with implementing lesson plan activities
- Provide behavioral support to individual students as indicated
- Learn the story of the selected production, as well as all choreography and lyrics. As well as provide assistance with blocking, entrances and exits, and off stage activities, along with other aspects of selected SGT production.
- Support Production Manager and Choreographer during their sessions by assisting with activity and managing student behavior.
- Help students with achieving success in their selected part in the production, assisting with creating adaptations as needed.
- Maintain communication with the SGT team via email between classes.
- Attend all weekly classes, extended dress rehearsals and final performances.

### **Skills and Qualifications:**

- Background should be in special education, early childhood, elementary, secondary, or theatre education. Backgrounds in therapeutic settings also apply.
- Experience of 1-2 years teaching in a classroom environment or working with children with disabilities in some capacity is an asset.
- Self-motivated individual who can work independently.
- Excellent verbal, written, and organizational skills.
- Access to technology to use for communications including Google applications.
- Basic knowledge of theater/production elements is helpful, but not required.
- Strong teamwork and interpersonal skills.

- A heart for individuals with disabilities and their families and believes in the mission of Special Gifts Theatre. <sup>1</sup>

**Salary:** \$500 - \$700- for the program season (commensurate with experience and length of season).

Please complete the [online application](#) and send your resume to [info@specialgiftstheatre.org](mailto:info@specialgiftstheatre.org).

Special Gifts Theatre is committed to being a diverse, equitable, and inclusive organization. SGT is willing to provide any reasonable accommodations necessary to do this job upon onboarding.

**About Special Gifts Theatre:**

Through the performing arts, we work collaboratively to create inclusive and transformative experiences for individuals with disabilities to fully engage in the world. SGT's programs foster self-confidence, social, speech and language skills in individuals with disabilities. We work as a community to use educational and therapeutic techniques with the stage as the platform integrating creativity and fun. Since its founding in 2000, SGT has conducted individualized classes for more than 3,800 youth with disabilities, youth peer mentors, and adults with disabilities. SGT program participants have presented performances attended by more than 44,400 community members. Today, SGT offers multiple programs throughout the Chicago area, serving more than 350 participants annually. For more information on SGT's programs please visit [www.specialgiftstheatre.org](http://www.specialgiftstheatre.org)