



Program Aide- Job Posting

Musical Theatre Program Locations (Chicago, Libertyville, Rolling Meadows, Wilmette, Winnetka)

Special Gifts Theatre

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 for the Musical Theatre Program. Weekly on-site attendance is expected throughout the program duration. Season dates vary by program site.

Reporting Relationships: Reports directly to the Program/Educational Manager.

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.
- Provide assistance with blocking, entrances and exits, and off stage activities, along with other aspects of selected SGT production.
- Support Teacher, 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:

- 2-4 years of work experience with individuals with disabilities, theater, or related field
- Bachelor's Degree or Associate's Degree from an accredited institution in Theater, Special Education, or a similar field preferred
- Self-motivated individual who is able to multitask
- Excellent verbal, written, organizational and time management skills
- Access to technology to use for planning, management and 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.

Salary: \$30-\$45 per session (commensurate with experience and length of the sessions and programs).

Please complete the [online application](#) and send your resume to info@specialgiftstheatre.org. Preferred application deadline of August 15, 2025.

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 4,500 youth with disabilities, youth peer mentors, and adults with disabilities. SGT program participants have presented performances attended by more than 48,500 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