



SPECIAL GIFTS THEATRE

Dream. Believe. Achieve.

Teacher - Job Posting Musical Theatre Libertyville (MTL)

Position Summary: This is a part-time seasonal position that utilizes musical theatre techniques to facilitate skill development for youth with intellectual and developmental disabilities. SGT teachers are responsible for providing a safe, nurturing and successful therapeutic and educational experience for all students in their class in all areas including the classroom, production and choreography components of the program season. Teachers co-write lesson plans, complete bi-weekly notes and goal tracking, and facilitate engaging lesson plans on a weekly basis.

Reporting Relationships: This position reports directly to the Program/Educational Manager at the program site.

Position Requirements: Part-time program on site at Copeland Manor School weekly on Tuesdays from September 2026-February 2027. Program preparation and planning 1-2 hours per week from home. At times responsibilities will vary leading up to final performances including extended dress rehearsals, staff/production meetings, and cast celebration. A calendar will be provided with more detailed information with required days/times.

MTLibertyville meets on Tuesdays from 4:30-6/6:30pm Sept-February @ Copeland Manor School in Libertyville. All staff are expected to arrive 15+/- minutes early to set up and clean up.

Key Responsibilities:

- Prior to the start of the season, review background information provided by parents on student's Comprehensive Registration Profiles (CRPs) and make necessary notes on students' bi-weekly note documents and initiate contact with parents.
- Create lesson plans and provide copies to the Program Educational Manager each week.
- Write bi-weekly notes on every student in the class, remain in communication with parents/guardians (as needed), complete progress notes to go home, and goal tracking throughout the season.
- Collaborate with other SGT team members, Program Educational Manager, Peer Mentor Advisor, Production Manager, Choreographer, classroom aides, other teachers and peer mentors with important information regarding adaptations and modifications to support your students.
- Learn the story of the selected production, as well as all choreography, lyrics, blocking, entrances and exits as well as all other aspects of selected SGT production.

- Support Production Manager and Choreographer during their sessions by assisting with activity and managing student engagement and behavior.
- Help students with achieving success in their selected part in the production, creating adaptations as needed.
- Support peer mentor/student pairs during class to promote engagement and assist with problem solving.
- In conjunction with the site team, complete goal tracking twice during the season (goal tracking numbers will be decided as a staff, comments will be added by the teacher)
- Check email regularly to access important updates and information distributed to the SGT Team. Email responses are expected within 48 hours.
- Ensuring constant communication between all disciplines as it relates to each area (production, education/ teachers, dance assistants, etc.) by way of staff meetings, emails, and weekly updates
- Respond to and meet all deadlines as required for specific projects and reports as outlined on the Weekly Planner which will be provided prior to the start of the season.
- Responsible for helping strike the set and closing out the production with the rest of the site team

Skills and Qualifications:

- Bachelor's Degree from an accredited institution is required. Background in special education, early childhood, elementary, secondary, or theatre education is helpful. Backgrounds in therapeutic settings are also acceptable.
- Experience of 2-4 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 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: Starting at \$1,600 for the program season, commensurate with experience.

Please complete the [online application](#) and send your resume to info@specialgiftstheatre.org. Preferred application deadline of July 15, 2026.

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 nearly 5,000 youth with disabilities, youth peer mentors, and adults with disabilities. SGT program participants have presented performances attended by more than 55,000 community members. Today, SGT offers multiple programs throughout the Chicago area, serving more than 375 participants annually. For more information on SGT's programs please visit www.specialgiftstheatre.org