

Bishop Stang High School
500 Slocum Road
North Dartmouth, Massachusetts 02747

Position: Theater Director
Date: July 1, 2025
Department: Co-Curricular Activity
Supervisor: Vice Principal

Bishop Stang's Mission

Bishop Stang High School is a Catholic, college-preparatory school of 500 students located along the beautiful South Coast of Massachusetts in North Dartmouth, Massachusetts. Employees are called to share the Gospel of Jesus Christ by "making known the goodness of God." We holistically educate a diverse student body in a respectful, nurturing and disciplined environment. Our school family inspires young people to excel in learning and life through growth in faith, integrity, knowledge and service.

Artistic and Creative Responsibilities

- Select scripts for school productions that align with educational goals, student talent, and audience appropriateness.
- Develop a vision for each production and ensure the creative elements support that vision.
- Direct rehearsals, guiding students in acting, movement, vocal performance, and character development.
- Collaborate with designers (set, costume, lighting, sound) to achieve cohesive production aesthetics.

Instructional and Educational Duties

- Teach elements of theater, including acting, stagecraft, and script analysis.
- Mentor students, helping them build confidence, discipline, teamwork, and performance skills.
- Provide feedback to students on performance and technical work.
- Encourage student participation in theater both onstage and backstage.

Production Management

- Oversee all aspects of production, including auditions, casting, scheduling, tech week, and performance nights.
- Manage budgets for productions and theater programs.
- Coordinate with the Finance Director to determine distribution of theater stipend to those aiding in the production.
- Coordinate technical crews, including lighting, sound, costumes, makeup, props, and set construction.
- Supervise volunteers and parent helpers involved in the production.
- Work with administration and admissions to schedule a play preview for Bishop Stang High School and area Catholic schools.

Administrative Responsibilities

- Secure rights and licensing for scripts and music.
- Schedule and coordinate rehearsal spaces, performance venues, and equipment use.
- Promote productions via school announcements, social media, posters, and press releases.
- Maintain safety standards for students during rehearsals and performances.

Collaboration and Communication

- Work with school administration to align productions with school policies and educational goals.
- Collaborate with the Music Director to plan the production for the musical.
- Engage with parents and community, building support and audience for the theater program.
- Collaborate with administration and athletic director to schedule practices working with limited space and availability of the gym.