

SUMMERS COUNTY SCHOOLS

**116 Main Street
Hinton WV 25951
(Please Post)**

**TO: All Interested Persons
FROM: Eric Widdoes, Personnel Director
SUBJECT: Notice of Drama Coach Vacancy
DATE: September 19, 2019**

The Summers County Board of Education has the following vacancy for the 2019-20 school term and is now accepting applications:

POSITION: 1 Drama Coach at Hinton Area Elementary

QUALIFICATIONS: Must be certified to teach in WV and must be employed as a teacher or substitute teacher in Summers County Schools.

TERM: 2019-20 school term

SALARY: \$23.00 per hour not to exceed 80 hours per school year

APPLICATION PROCEDURE: Position posted until filled.

**Must submit application to:
Eric Widdoes, Personnel Director
Summers County Schools
116 Main Street
Hinton WV 25951 466-6000**

DISCRIMINATION PROHIBITED

As required by Federal laws and regulations, the Summers County Board of Education does not discriminate on the basis of sex, race, color, religion, disability, age and national origin in employment and in the administration of any of its education programs and activities. Inquiries may be directed to Linda Knott, Title IX and Section 504 Coordinator, Summers County Board of Education, 116 Main Street, Hinton WV 25951, phone 466-6006; to the State Elimination of Sex Discrimination Project Coordinator, phone 558-7864; or to the U.S. Department of Education's Director of the Office for Civil Rights, (215) 596-6795.

SUMMERS COUNTY SCHOOLS JOB DESCRIPTION
Drama Coach

I. Position: Drama Coach

II: Definition: A person employed to provide instruction and direction to students, individually or as a group, for the purpose of developing their dramatic skills.

III. Responsibilities:

- a. **Implements extracurricular program**
- b. **Fosters a climate conducive to participation**
- c. **Utilizes coaching techniques which increase student skills and maximizes time on tasks**
- d. **Monitors student progress toward dramatic achievements**
- e. **Promotes and maintains positive student-teacher-parent relationships**
- f. **Maintains professional work habits**

IV. Duties:

- a. **Organize and carry out a drama program that will promote school pride**
- b. **Accept the responsibility for the welfare of the students under the coach's supervision**
- c. **Be concerned as an educator in the total school program and not isolate the drama program from the rest of the school**
- d. **Be aware of a coach's responsibility in the area of public relations**
- e. **Accept the responsibility for the behavior and welfare of his/her students and staff; before, during and after practices and performances**
- f. **Accept responsibility for the retention and care of equipment**

V. Qualifications:

- a. **Must be certified to teach in WV and assigned as a teacher in the Summers County School System, or employed as a substitute teacher**

VI. Organizational Relationships:

- a. **Directly responsible to school's principal**
- b. **Supervisory responsibility to the assistants and volunteers**
- c. **Ultimate responsibility to superintendent of schools**