

Drama/Musical Director Job Description

Purpose of Position

The Drama/Musical Director is responsible for fulfilling the mission of Des Moines Christian School by leading all aspects of the annual drama/musical production.

Position:

- School Year, part-time
- Stipend

Reports To: Head of Activities

Qualifications:

- High School diploma or equivalent, preferred.
- Theater experience preferred.
- Professing believer in Jesus Christ as Lord and Savior and committed to growing in a relationship with Him.
- In agreement with the Des Moines Christian School Statement of Faith.
- In agreement with the Des Moines Christian School Biblical Convictions for Christian Education.
- Regularly attends and is actively involved in a church that affirms historic Christian orthodoxy (doctrine, faith, teaching, practice), consistent with the DMC Statement of Faith, through that church's public creed, confession, core beliefs, or statement of faith.

Professional Profile:

- Demonstrated commitment to the mission of DMCS: *Equipping minds and nurturing hearts to impact the world for Christ.*
- Characterized with integrity and maintains confidentiality
- Ability to work with diverse groups, including teachers, students, administrators, and parents.
- Demonstrates consistent spiritual leadership.
- Demonstrates effective written and verbal communication skills.

Responsibilities:

- Oversees all aspects of drama and musical productions, including show selection, casting, rehearsals, set design, and technical elements (lighting, sound, costumes, and props).
- Supervises and ensures the safety of students during all rehearsals, performances, and related activities.
- Provides spiritual leadership and mentorship to students, modeling Christ-centered character and fostering a supportive, growth-oriented environment.
- Manages the production budget, including purchasing, contracts, and expense tracking.
- Works collaboratively with the other performing arts programs (show choir, cheer, vocal and band) and athletic programs with regard to sharing participants, practice schedules, and performance/competition dates and coverage of events.
- Communicates clearly and consistently with students and parents regarding auditions, schedules, expectations, and performance details.
- Coordinates with Facilities and other school departments to schedule and prepare the Performance Hall and related spaces.
- Provides leadership, guidance, and direction to the Assistant Director and other production support staff or volunteers.