



Dolores School District – Job Posting

Position Title:

Drama Director

School/Department:

Dolores Secondary

Work Location:

Dolores High School, 1301 N Central Ave, Dolores CO 81323

Position Type:

Stipend

FLSA Status: Exempt

Compensation

Pay Range: \$1,500 – \$2,000 (based on experience and qualifications)

Additional Compensation:

None

Benefits

- This position is not eligible for district benefits.
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Position Summary

The Drama Director/Sponsor is responsible for planning, organizing, and directing theatrical productions while fostering student creativity, collaboration, and performance skills. This role includes both artistic leadership and administrative oversight of the drama program.

Essential Duties and Responsibilities

1. Production Planning & Direction

- Select appropriate scripts or plays for performance
- Audition and cast students/participants
- Direct rehearsals, blocking, and character development
- Oversee all aspects of production (acting, staging, pacing, interpretation)

2. Program Leadership

- Serve as sponsor for the drama club or theater group
- Organize regular meetings and activities
- Promote student engagement and inclusive participation
- Build a positive, collaborative environment

3. Technical & Creative Oversight

- Coordinate set design, costumes, props, lighting, and sound
- Collaborate with technical staff, volunteers, or students
- Ensure safe use of equipment and stage spaces

4. Event Coordination

- Schedule rehearsals and performances
- Organize and supervise performances, showcases, or competitions
- Manage logistics such as venue setup and ticketing (if applicable)

5. Budget & Fundraising

- Develop and manage program budget
- Coordinate fundraising efforts or sponsorships
- Track expenses and ensure financial accountability

6. Student Development

- Teach acting techniques, stage presence, and theater etiquette
- Mentor students in leadership and teamwork
- Encourage creativity, confidence, and responsibility

7. Communication

- Communicate with school administration, parents, and participants
 - Promote productions through announcements, posters, or social media
 - Coordinate with other departments or organizations as needed
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Minimum Qualifications

- Background in theater, drama, or performing arts preferred
 - Experience directing or participating in stage productions
 - Strong leadership, organization, and communication skills
 - Ability to work with students of varying skill levels
 - Knowledge of stagecraft and theater production basics
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Preferred Qualifications

- Choreography or musical direction (for musicals)
 - Technical theater knowledge (lighting, sound, set construction)
 - Experience with budgeting or fundraising
 - Conflict resolution and team management
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Work Schedule

- After-school, evening, and occasional weekend hours
 - Increased time commitment during production periods
 - Fast-paced and collaborative environment
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Application Process

All applicants should submit the following materials via email to:
hr@dolores.k12.co.us

Required Materials:

- Resume, Cover Letter, Classified Application
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Application Deadline

Until Filled

Equal Opportunity Employer

Dolores School District is an Equal Opportunity Employer and does not discriminate on the basis of race, color, national origin, sex, disability, age, religion, sexual orientation, or any other protected status under applicable federal, state, or local law.

Compliance Notice

This position is posted in accordance with the Colorado Equal Pay for Equal Work Act. The compensation range listed reflects the district's good faith estimate of what it expects to pay for this position at the time of posting.

Posted Date: 4/20/2026

Contact: Calyn Allen hr@dolores.k12.co.us