



Hills Youth Theatre Inc. Tutor Position Description for

Junior and Junior Youth Classes - aged 5 to 10 years
Thursday 4-5pm & 5-6.15pm, Saturday 9-10am & 10-11.15am

Senior Student Classes – aged 15 to 18 years
Tuesday and Wednesday 4pm to 5:30pm

HYT Vision

The Hills Youth Theatre Inc. aims to provide a supportive and encouraging, expressive arts environment where students develop drama skills, including stagecraft and theatre conventions. This is achieved by participating in either class plays (in the case of Junior classes) or Theatre Productions (Junior Youth, Youth, Senior Youth and Senior students).

HYT Objectives

- The objectives of Hills Youth Theatre are to:
- Provide opportunity and facilities to develop skills and abilities in drama and theatre,
- Provide an outlet for students to give expression to ideas, thoughts and emotions,
- Develop theatrical skills and production techniques,
- Promote, foster, stimulate, and support music, the arts, drama and theatre activities

Community Organisation Statement

It is acknowledged that HYT is a Community Organisation and as such it is expected that there will be tasks and activities that are carried out by the Tutors that are considered of a voluntary nature that are not subject to financial reward above and beyond that of re-imbusement or an honorarium.

An attempt has been made to include these activities in this document and although not financially rewarded the Management Committee and Students of HYT would like to express their gratitude for these services and will at all times provide as much support as reasonably possible to ensure that the voluntary component is kept to a manageable level.

Tutor Responsibilities

- In their weekly classes, Tutors are expected to deliver a developmental / skills based program including a variety of Arts activities (drama, singing and dance / movement) engaging and supporting ALL the students to be actively involved, whilst also focusing on production skills and activities in readiness for the next Production within a supportive, inclusive, success orientated environment.
- Tutors are involved in the productions either as Director, Assistant Director or providing assistance with back stage supervision and coordination. The Tutor of the Junior classes will also organise Class Plays usually performed around September each year. The Senior Student Tutor directs the Seniors production in August.
- The Tutor provides the initial connection between new families and HYT. An important part of the role is to establish a safe, warm, friendly environment, welcoming both the students and their parents into HYT.
- Encourage students' obvious talents and uncover "hidden talents" in such a way that they feel comfortable in sharing them with the class and then if possible include their skills into the class or HYT play as another opportunity for them to perform.
- Provide families with a class newsletter including such things as information about happenings in class, expectations of a happy successful drama class experience, contact phone no., general HYT information, rehearsal schedules, interesting archival facts/articles about ex-students or events at the theatre/photos and articles to encourage parents to get involved in HYT.
- Attend Production Meeting & HYT Committee Meetings once a month to assist with the planning and review of the current and next production thus aiding the HYT Committee to successfully manage the Hills Youth Theatre.
- Write monthly reports to be submitted prior to each meeting.
- Represent the students at the committee meetings and ensure their views are considered when selecting scripts and activities or any other issues.
- Attend auditions to select the cast for the HYT Productions.
- Assist Students with the preparation and rehearsing of their audition pieces.

This document is an abridgement of the HYT Tutor Position Description and sets out the main duties of the Tutors. On gaining an Interview opportunity the complete document will be provided for your perusal.

Thank you for your interest and we look forward to meeting you.

 Hills Youth Theatre Volunteer Management Committee