

**Position title:** Assistant Professor position in School of Theatre & Dance.

**Start date:** August 2025

**Position Summary:** The position is in the School of Theatre & Dance at San Francisco State University.

**About the Department:** The School of Theatre & Dance provides a comprehensive liberal arts education in theatre and dance for students who want to pursue professional, interdisciplinary, or avocational careers in performance, teaching, directing, production, and other related careers in the performing arts. Coursework in theatre and dance studies enhances and supports practical coursework in the School's performance and production areas of focus.

The position is focused on teaching undergraduate courses in management, leading and mentoring the undergraduate students, and collaborating with other production areas for School of Theatre & Dance productions. In addition, the position requires:

- Working collaboratively to mentor and guide students in all areas of production throughout the production process.
- Collaborating with faculty and professional guest directors/choreographers, technicians, staff, and management.
- Adherence to the *User-Friendly Principles* directive regarding interpersonal communication published by SFSU Human Resources.

The position includes a full-time faculty workload per the Collective Bargaining Agreement between the California State University and the California Faculty Association. The workload primarily includes teaching or other agreed upon primary assignment; conducting an active ongoing program of scholarship or creative works that advances knowledge in the field of one's specialty; and service contributions to the community, department, college and the university.

Teaching assignments: The primary assignment for this position is teaching undergraduate theatrical management. This includes, but is not limited to classroom instruction, one-to-one mentoring, and practical instruction in the labs and theatre spaces, as necessary.

Secondary assignment will be in the area of lighting design or other sub-specialty, depending on candidate expertise.

Theatrical management in theatre or other areas of entertainment is the form of creative work/scholarship considered most suitable by the School of Theatre & Dance for retention and promotion in this position. A continued program of creative work in one's specialty field is imperative. Ideally, this experience is rooted in a wide range of work within or pertaining to theatrical production (opera, theatre, dance, themed environments, industrials, etc.). Other ways to supplement this creative professional work that can be considered for retention and promotion are: Conducting research in one's field of interest, participation in national and international organizations and events, publishing in peer-reviewed journals, books, or at professional conferences, and work pertaining to theatre education.

Additional responsibilities include, but are not limited to: taking on production leadership roles on School of Theatre & Dance productions in the event that a student is not available or prepared to do so; productive participation on departmental, college, and university-wide committees; mentoring and advising undergraduate (and sometimes graduate) students; holding regular office hours; curriculum development and improvement, particularly with regard to student learning outcomes; and remaining current in both subject area and teaching methodologies.

**Essential Job Tasks:**

- Facilitate student success through teaching and advising with a focus on inclusive pedagogy;
- Develop course materials for primarily undergraduate students on topics such as stage/production management and other related topics in conjunction with the evolution of the School's demographics and our School's mission, and are also linked to student learning outcomes;
- Provide practical support to production students in their production assignments and active assessment of their readiness to serve in those capacities.
- Supervise the completion of all aspects of production and the curriculum/co-curriculum that supports production. (e.g., scheduling/supervising/leading calls);
- Evaluate and grade students' class work, assignments, papers, etc. in a timely manner;
- Compile, administer, and grade examinations or other learning assessments;
- Maintain student grades and other required records or reporting materials;
- Guide, collaborate and supervise department technical staff and/or students in support of safe, clean studio facilities and equipment;
- Continue a program of creative work within or pertaining to theatrical production (opera, theatre, dance, themed environments, industrials, etc.).
- Stay current on developments in the discipline;
- Plan, evaluate and revise curricula, course content, course materials, and methods of instruction;
- Hold regularly-scheduled office hours for the purpose of advising and assisting students;
- Actively participate on assigned committees in accordance with the needs of the School of Theatre & Dance, the College of Liberal & Creative Arts, and SF State's strategic vision;
- Actively participate in collaborative interactions in fulfilling service assignments and other duties at the department, college, and university level;
- Stay current on and deploy the recent academic technologies as necessary for basic operations of courses;
- Additional duties as assigned