



CHRIST'S COLLEGE  
CANTERBURY

**DIRECTOR OF DRAMA**

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**POSITION CONTEXT**

Christ's College is a day and boarding school affiliated with the Anglican Church of New Zealand, teaching boys from year 9 to year 13. Since 1850, Christ's College has prepared generation after generation of young men for success in an ever-changing world. College is an environment where innovation and excellence are wrapped in tradition. We strive to prepare our young men with the skills and attitudes they need to succeed in life, always mindful of the needs of others and adhering to the core Christian values of honesty, respect and compassion. We want boys to feel comfortable to be themselves, while striving to be the best they can. Our mission: *Each boy at his best.*

As a member of teaching staff, the Director of Drama (DoD) is accountable to the Deputy Principal in providing direction and leadership of College's drama programme. This is an important role in a school which considers the performing arts critical to the successful delivery of its mission.

While working within the teaching team, the DoD works closely with other parts of the school's organisation (e.g. Marketing and Communications, Development, Housemasters Old Boys etc) and also with other schools, particularly St Margaret's College and Rangi Ruru Girls' School. They are expected to fully participate in all aspects of strategic planning of the College and to initiate and lead a variety of projects within their areas of expertise.

The DoD works collegially with all staff to facilitate new ideas and initiatives within their areas of responsibility. As a lead member of the teaching and performing arts team, it is expected that the DoD is open to and active in pursuing new and interesting projects to the benefit of the boys, and the College.

**The DoD will lead and manage the following:**

- Coordination, promotion and review of an evolving programme of dramatic literary and practical studies and activities at Christ's College
- That all boys, throughout their College careers, have opportunities to learn and develop through drama and to pursue dramatic excellence within the essential learning area (The Performing Arts); both at school and beyond
- Advise ELT on all matters relating to drama activities and drama resources and new drama initiatives in the school
- Manage risk and all Health and Safety requirements in drama contexts in consultation with College's Administration and Compliance Manager
- A high profile for Christ's College Drama in the media and positive engagement with Old Boys', parents and the wider College community
- Maintain the 'Friends of Drama' as the direct parent support group that supports the drama department
- The Christ's College Drama Scholars' programme
- The Assistant Director of Drama, Theatre Technician, Drama Gap, and other colleagues allocated to Drama

**POSITION DESCRIPTION  
DIRECTOR OF DRAMA**

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**Reporting to:**

Deputy Principal

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**Functional Relationships:**

**Internal**

- Executive Principal
- College Executive
- Compliance and Administration Manager
- Housemasters and Boarding staff
- Members of the Common Room
- Students

**External**

- Parents
  - Wider College community
  - Third parties (e.g. Speech and Language assistants, sponsors)
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**Primary Functions:**

- To provide leadership and management of the Christ's College drama programme, facilitating a range of opportunities for boys in the performing arts
- To teach and direct the drama academic curriculum

Significant within these functions, is the expectation that College is, and is perceived to be, engaged with the Christchurch community and a vibrant part of the city and New Zealand.

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**EXPECTATIONS OF APPOINTEE**

- An empathy with the College philosophy and strategic intent
- An understanding of and respect for tikanga Māori
- Empathy for and sensitivity to all cultures
- Enjoy working with young performers, from juniors to senior level, and encouraging them to participate in drama
- Excellent organisational and planning skills
- Excellent interpersonal and communication skills
- Demonstrated leadership ability

- A professional approach and the ability to work co-operatively and effectively with colleagues and external parties to develop professional relationships
- Ability to work independently and as part of a team

## **Key tasks relevant to:**

### **Curriculum**

- Teach 12-14 periods per week within the drama department
- Direct Drama Academic Curriculum (including NZQA Scholarship); manage and resource three year levels (two year levels delegated to the Assistant Director of Drama (ADoD))
- Direct Assessment of Academic Curriculum for Christ's College and NZQA internals including a performance evening programme; manage and resource three year levels (two year levels delegated to ADoD)
- Direct department goals and reviews
- Set department Curriculum budget
- Management of the Old Boys' Theatre
- Manage drama professional learning opportunities for staff

### **Co and extra-curriculum**

- Determine the co-curriculum framework for the year
- Manage royalty and performance rights administration
- Liaise with other Directors and HOD's about effective use of extra-curricular time and resources
- Manage wardrobe co-ordinator and associated requirements
- Lead additional ad hoc staff direction and support volunteers
- Set production budgets
- Produce or direct Senior combined school's musical production
- Produce or direct a junior/middle/senior school production
- Administer House Plays (including venues, duty of care roster, and adjudicator) on behalf of Housemasters and senior student leaders
- Administer the Drama Honours Tie System
- Liaise with Student "Cultural Committee", "Head of Arts and Culture", and "Drama Captain" to facilitate boys' own productions of stage, film, dance
- MIC Stage Technical Club and Stage Production Unit (senior sports exempt)
- MIC National/International Festival entries and staffing
- Contact person with key partnerships
  - Court Theatre management
  - Court Theatre Ambassadors programme
  - Showbiz Canterbury
  - Drama NZ
  - Sheilah Winn Festival
  - Theatre NZ
  - Sister school staff liaison/co-ordination
  - Contract special project consultants.
  - Friends of Drama: Parent/student/Old Boy volunteers

### **Communication, Marketing and Development**

- Contribute to IBW/College/website
- Co-ordinate/suggest appropriate photo shoots
- Contribute to College Register
- Promote drama, performing arts and the College within recruitment and promotional drives
- Attract and retain Performing Arts Sponsors

### **Fiscal**

- Manage negotiated drama production budgets
- Manage royalty and performance rights
- Manage all drama equipment and resources in school theatres
- Manage storage areas in the Hall, Hall stage area
- Manage Cranmer Square storage site

### **Other**

- Attend all HoD meetings
- Attend Calendar meetings as required
- Attend planning meetings
- Member of the Supplementary Salary Pool Allocation Committee
- Assistant Housemaster
- Attend College events as appropriate including regular week-day Chapel