

**Position Description**

**Qualifications:**

- Born-again Christian
- In agreement with the DMCS Statement of Faith
- Active member/regular attendee of an evangelical church

**Position:**

- School Year

**Reports To:** Activities Director

**Direct Report:** None

**Personal Profile for all DMCS Employees:**

- I. Committed to growth in the development of a Biblical Worldview
  - Displays a spiritually mature Christian role model in attitude, speech, and actions
  - Shows by example the importance of Scripture study, prayer, witnessing, and unity in Christian fellowship
  - Meets everyday stress with emotional stability and optimism
  - Displays a friendly, approachable, courteous, flexible, and self-controlled attitude
- II. Committed to Christ-centered education and the mission of DMCS
  - Understands the importance of this position in fulfilling the mission and vision of the school
  - Submits and is loyal to constituted authority with a teachable spirit
  - Refrains from gossip with or about other employees or constituents of the school
  - Represents the school in a favorable, professional manner to its constituency and the public
  - Maintains a personal appearance in accordance with school policy
  - Follows the Matthew 18 principles in dealing with conflict
  - Loves children and serves with joy and energy
  - Committed to hard work and desires to meet or exceed expectations
  - Demonstrates the capacity to initiate and support change that improves the excellence of the organization

**Responsibilities:**

- Provide spiritual leadership to students as an effective mentor
- Assist with rehearsals and other agreed upon duties as assigned by the Drama Director
- Provide supervision and careful time management for all students during rehearsals and performances

**Evaluation:** Annually by the Principal

Performance of these responsibilities will be evaluated in accordance with provisions of the Board Policy and Procedures Manual of Support Personnel. Special emphasis shall be given to the areas of loyalty to the mission and objectives of DMCS, teamwork, attitude, and customer service.

Date: \_\_\_\_\_

Signatures: \_\_\_\_\_  
Assistant Drama Director

\_\_\_\_\_  
Activities Director