

Instructor, Production Coordination and Stage
Management
University of South Carolina

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Posted Nov. 22, 2024, set to expire Mar. 26, 2025

Job Title Instructor, Production Coordination and Stage Management

Department Department of Theatre and Dance

https://sc.edu/study/colleges_schools/artsandsciences/theatre_and_dance/

Institution University of South Carolina
Columbia, South Carolina

Date Posted Nov. 22, 2024

Application Open until filled

Deadline

Position Start Aug. 15, 2025
Date

Job Lecturer/Instructor

Categories

Academic Drama/Theater/Theater Education
Field(s)

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Department of Theatre and Dance
Instructor
Production Coordination and Stage Management

The faculty of the **Department of Theatre and Dance** at the **University of South Carolina, Columbia campus**, invites applications for a full time, professional-track position at the rank of Instructor to begin August 16, 2025. The position is a **9-month appointment** with a workload equivalent to teaching four courses per semester divided among traditional teaching and production management. This is an annual appointment that may be renewed contingent upon Dean's approval, satisfactory performance, departmental needs, and the availability of funding.

Candidates must have an **M.A. or M.F.A. in Theatre** or comparable professional theatre management experience by the time of the start date of the appointment. Applicants must have proven managerial skills and the ability to promote a collaborative, team-based environment.

Job responsibilities will include, as workload allows, serving as Production Coordinator for four Mainstage theatrical productions each year; teaching courses in stage management or related topics such as production management and producing for the theatre; serving as stage manager for productions and coordinator of students completing experiential, theatre laboratory placements; and supervising/mentoring student stage managers.

At the University of South Carolina, we strive to cultivate an inclusive environment that is open, welcoming, and supportive of individuals of all backgrounds. We recognize diversity in our workforce is essential to providing academic excellence and critical to our sustainability. The University is committed to eliminating barriers created by institutional discrimination through accountability and continuous process improvement. We celebrate the diverse voices, perspectives, and experiences of our employees.

From the Upstate to the Lowcountry, the University of South Carolina system is transforming the lives of South Carolinians through the impact of our eight institutions and 20 locations throughout the state. More than 50,000 students are enrolled at one of eight institutions, including the research campus in Columbia and comprehensive four-year universities in Aiken, Upstate and Beaufort. In addition, our Palmetto College campuses in Salkehatchie, Union, Lancaster and Sumter enable students to earn associate or bachelor's degrees through a combination of in-person, online or blended learning. All of our system institutions place strong emphasis on service — helping to build healthier, more educated communities in South Carolina and beyond.

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The Department of Theatre and Dance

The Department of Theatre and Dance is a dynamic, collaborative community that includes two of the University's most vibrant and visible programs. Students pursue a strong liberal arts undergraduate education or highly specialized graduate degrees in Acting, Theatre Design and Technology, Theatre Education, and Directing. Students gain practical experience and develop artistic skills through annual public performance seasons, educational conservatories, workshops, film projects, and community-engaged performances. The Theatre program is committed to high quality productions as an essential component of preparing students for work in the profession. Our students perform in a range of unique venues, from historic, arena-style Longstreet Theatre to our intimate black box, all located across the University's downtown Columbia campus.

Our venues include Longstreet Theatre (248 seat arena stage), Drayton Hall (404 seat proscenium theatre), Booker T. Washington Lab Theatre (90 seat flexible black box), and 707 Catawba Studio Theatre (60 seat flexible space). The Department of Theatre and Dance is accredited by the National Association of Schools of Theatre (NAST), National Association of Schools of Dance (NASD), and is a member of the University/ Resident Theatre Association (U/RTA). The department offers the M.F.A. (directing, acting, and design emphasis in scenery, costume, or lighting), M.A., M.A.T., and B.A. degree programs in theatre. For more information about our department, please visit our website at https://sc.edu/study/colleges_schools/artsandsciences/theatre_and_dance/.

How to Apply

Review of applications begins January 15, 2025, and will continue until the position is filled.

Applicants should submit the following materials: Letter of Application (Cover Letter), Curriculum Vitae, and Contact Information for 3 references. Letters of Reference will be solicited after initial review.

Inquiries about the search and/or the position may be directed to the chair of the search committee, Professor Jim Hunter, at HUNTERJ@mailbox.sc.edu. All applicants must apply online at USCJobs at <https://uscjobs.sc.edu>.

EEO/AA Policy

The University of South Carolina is an Affirmative Action/Equal Opportunity Institution. Women, minorities, protected veterans, and individuals with disabilities are encouraged to apply. The University

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of South Carolina does not discriminate in educational or employment opportunities or decisions for qualified persons on the basis of age, ancestry, citizenship status, color, disability, ethnicity, familial status, gender (including transgender), gender identity or expression, genetic information, HIV/AIDS status, military status, national origin, pregnancy (false pregnancy, termination of pregnancy, childbirth, recovery therefrom or related medical conditions, breastfeeding), race, religion (including religious dress and grooming practices), sex, sexual orientation, veteran status, or **any** other bases under federal, state, local law, or regulations.

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact James Hunter
Department of Theatre and Dance
University of South Carolina
Longstreet Theatre
1300 Greene St, 416
Columbia, SC 29208

Phone Number (803) 777-1203

Contact E-mail hunterj@mailbox.sc.edu