



**SWEETWATER UNION HIGH SCHOOL DISTRICT  
HUMAN RESOURCE SERVICES DIVISION**

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## MEMORANDUM

**DATE:** April 8, 2024  
**TO:** SEA/CTA/NEA Bargaining Unit Members  
**FROM:** Director of Human Resources  
**RE:** **POSTING OF THE FOLLOWING EXTRA-SERVICE ASSIGNMENTS:**

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**APPLICATION PROCEDURE:**

Qualified certificated employees interested in being considered for the following position should complete personnel from 8029-D (Certificated Application for Posted Position – Extra Service Consultant/Curriculum Work.) Completed applications should be submitted via email directly to [hrrsummerschool.notification@sweetwaterschools.org](mailto:hrrsummerschool.notification@sweetwaterschools.org) as soon possible, **but no later than 4:30 p.m. on Friday, April 12, 2024.**

**POSITION TITLE:** **104-24** Sweetwater Theater Institute – Teacher on Special Assignment  
To provide theater production direction.

**SITE:** San Ysidro High – Performing Arts Center

**EFFECTIVE DATES:** April 15 - August 3, 2024

**COMPENSATION:** Established hourly rate for certificated extra duty: not to exceed \$6,200.00

**DESCRIPTION OF SERVICE:** To direct and plan all facets of the Sweetwater Theatre Institute program. To coordinate with school site theater staff, select student participants and act as liaison with Visual and Performing Arts Department. To provide student supervision.

**MINIMUM QUALIFICATIONS:** Must hold a valid California Teaching Credential in English or Theater. Experience teaching and directing musical theater required.