



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

1130 Fifth Avenue
Chula Vista, CA 91911-2896

General Information:
Phone: (619) 691-5530
Fax: (619) 407-4948

Dr. Maribel Gavin
Interim Assistant Superintendent •
PH: (619) 585-6010
FAX: (619) 407-4948

Karen T. Hernandez
Director of Human Resources •
PH: (619) 691-5504 / 585-6001
FAX: (619) 407-4948

Ligaya Quitlen
Interim Operations Manager •
PH: (619) 585-6007
FAX: (619) 407-4948

Francisco X. Gaona
Benefits Manager
(619) 585-4420
FAX: (619) 407-4921

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:**

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 as soon possible, **but no later than 4:30 p.m. on Friday, April 12, 2024.**

POSITION TITLE: **106-24** Sweetwater Theater Institute – Teacher on Special Assignment to provide technical 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 \$3,000.00

DESCRIPTION OF SERVICE: To assist the Summer Theater Institute Director in planning all backstage and production facets of the Summer Theatre Institute program. To design, build and install all sets. To work in coordination with the site theatre staff. To provide student supervision. To oversee the technical production during performances.

MINIMUM QUALIFICATIONS: Must hold a valid California Teaching Credential in English or Drama/Theatre. Experience in teaching and directing musical theater is preferred.