



Dance Teacher – Regular Teaching Staff

Interested in joining a forward-thinking and well-respected non-profit dance organization?

Joy in Motion seeks conscientious dance teachers who value both education and entertainment to join our regularly scheduled staff. After 3 years of building our reputation for down-to-earth, inclusive, technique-solid and fun dance delivery in schools, studios, and community events, Joy in Motion is taking our organization to the next level with a permanent home of our own and expanded class offerings that provide more skill levels across more ages and genres.

We have more room for 1-6 more regular teachers for our '18-'19 school year. Current style offerings include Hip Hop, Tap, Jazz, Ballet, Contemporary, creative movement classes with different flavors.

Interested parties should read attached job requirements and if applicable, follow instructions to [submit an application](#).

Characteristic Duties and Responsibilities:

I. Mastery of Subject Matter

- a. Demonstrate a thorough and accurate knowledge of their field or discipline sufficient to support the level assigned.
- b. Display an ability to interpret and break down the theories of their style or discipline appropriate to the ages/skill levels of assigned classes.
- c. Stay curious! Demonstrate interest in being a lifelong learner in the style/subject matters taught through professional development, involvement in professional organizations, and/or attending internal or outside professional meetings, conferences, or workshops...as supported by JiM.
- d. Demonstrate a love of education and a willingness to discuss and adapt teaching methods including ways of passing on dance technique, classroom management tools, and representing the dance and performance worlds to families unfamiliar with both.

II. Teaching Performance

- a. Effectively design and plan curriculums for scheduled age/level/styles with collaboration from JiM.
- b. Start and end classes on time, including arriving at the facility in time to prepare the space and personal materials in time to welcome in the students and begin instruction on time.
- c. Minimal absences from regularly scheduled classes and responsible for finding appropriate substitutes as necessary. JiM will offer assistance if needed.
- d. Employ appropriate teaching and learning strategies to communicate subject matter to students.
- e. Modify, where appropriate, instructional methods and strategies to meet diverse student needs.

- f. Demonstrate sensitivity to student needs and circumstances.
- g. Maintain and enforce clear professional boundaries with all students, staff and families.
- h. Contribute to the selection and development of instructional materials in accordance with course objectives.
- i. Incorporate core competencies of performance, technique, dance-making, improvisation, dance appreciation (being a good audience), and self-care into curriculum.
- j. Follow JiM policy regarding music selection, including cutting any songs used in class/performance involving minors to remove adult language.
- k. Choreograph one dance per class for end of year recitals; be open to providing additional choreography for special events as mutually agreed upon and/or teaching given choreography as the total JiM program necessitates.
- l. Report injuries and complete required forms. Administer basic remedies such as ice packs and band-aids.
- m. Complete a basic first-aid/CPR class (opportunity for this class to be provided by JiM)

IV. Support of Joy in Motion Operations and Policies

- a. Attend staff meetings and orientation (scheduled approx. quarterly); participates in informal check-ins with directors by phone, video, or in person (approximately monthly TBD).
- b. Maintain confidentiality of student and family information; including following JiM policy for posting pictures and names of students and families on-line.
- c. Enforce JiM rules and policies with students, parents, and caregivers; referring significant issues to Directors.
- d. Be a team player and substitute for other instructors as available and appropriate.
- e. Exercise stewardship of JiM facilities and materials. Set-up studio and return space to neat state upon completion of class. Perform light cleaning duties as necessary to maintain the professionalism and safety of the studios and common areas.
- f. Record and maintain attendance records.
- g. Accurately complete all administrative duties relating to dance classes (i.e. timesheets, student evaluations/placements, costume and recital forms, etc.)
- h. Respond in a timely fashion to information requests from directors and administrators.
- i. Maintain professional commentary regarding Joy in Motion, students, staff, families/caregivers both in person and on-line.

V. Participation in Joy in Motion Activities

- a. Attend rehearsals/performances in support of students and directors as mutually agreed upon.
- b. Support both regular and substitute colleagues, and training staff/TA's.
- c. Participate in community activities as mutually agreed upon; examples include Dance for Kindness, Lamorinda Arts Council events; Deploy Joy Fundraiser, etc.
- d. Demonstrate strong interpersonal skills in communication with students and families, colleagues, staff, directors and the general public as an individual or as a part of a team.

VI. Contribution to Growth and Enhancement of Joy in Motion Mission and Programs

- a. Maintain familiarity with JiM goals, mission, and long-range plans.
- b. Actively share ideas and suggestions to contribute to program and division curriculum development processes during staff meetings.
- c. Participate in professional activities that contribute to the mission and goals of Joy in Motion.
- d. Participate in the marketing, recruitment, and retention of students, faculty and staff as appropriate.

Requirements:

- Schedule/Ability to work during weekly teaching hours and some performances and events (scheduled in advance).
- Strong attention to detail; highly organized.
- Excellent communication skills (verbal and written).
- Fingerprint background check as standard for working with minors in a school setting.
- Ability to convey warm support and clear boundaries for all students.
- Intention to remain on staff for the entire school year (August '18 – Early June '19)

Preferred Qualifications:

- Two (2) or more years of experience teaching assigned style/ages.
- Ability to thrive in a sometimes fast-paced, but always fun, environment.
- Demonstrated ability to establish and maintain effective working relationships.
- Demonstrated ability to work independently.
- Experience working with diverse communities and an ability to demonstrate cultural sensitivity.
- Personal enthusiasm, optimism, and sense of humor.
- Familiarity with and/or willingness to participate in local arts and education scene preferred.

Compensation:

All regular teaching staff are W-2 Employees. Hourly, Part-Time Position not to exceed 129 hours per month. Compensation: \$35-45/teaching hour standard starting rate DOE, to include teacher prep/choreography duties performed outside class. Required staff meetings and other non-teaching hours related to this position such as rehearsal time paid at a rate of \$20/hour. PTO. Retirement-matching after 1 year.

To Apply:

- Use our google form to [Submit an Application](#)
- Submit resume or cv to joy@joyinmotiondance.org

Deadline:

- Applications for regular teaching staff due Friday 7/13/18. Schedule commitments for hired teachers to be completed the week of August 23rd.
- Can't teach on our regular schedule? Please use the same application form to let us know if you'd like to be considered for or substitute list, guest-artist events, etc.