Position: Dance and Creative Movement Instructor

Department: Out of School Time

Reports To: Program Group Supervisor

Hours: Monday- Friday 2:30-5:30pm

Status: 15 hours per week Part time-Non Exempt

11:30am-5:30 pm on Philadelphia School District Early Dismissal Days

Position Summary:

The person selected for this position will develop and implement a high-quality dance program for middle school students enrolled in our Out-of-School Time Program.

Responsibilities:

- Develop curriculum for groups of 5-15 students per school site
- Execute and modify curriculum according to needs of students
- Manage classroom using positive behavior management strategies
- Support students in choreographing dances to perform at showcases/events.
- Routinely use observations of student progress around the dance skills to make timely and intentional decisions about how to refine instruction to further student learning of the dance skills.
- Work with the Program Supervisors and Director of Education to recruit and retain regular club members
- Maintain required student enrollment and attendance to meet utilization requirements and maximum participation throughout the duration of program

Qualifications - Essential:

- High School Degree or Equivalency
- Self-starter
- Self-disciplined
- Organized
- Creative

Knowledge, Skills & Experience - Essential:

- Individual must be an experienced dancer
- One or more years working or volunteering with school aged and/or middle school level youth
- Must show proficiency in the following: teaching dance curriculum, knowledgeable in terminology and technique of dance
- Proficiency in MS applications (Word/Excel/PowerPoint/Outlook)
- Excellent organizational skills and attention to detail
- Ability to handle multiple projects while setting appropriate priorities to achieve goals
- Excellent oral and written communication skills
- Must be an industrious problem solver and big dreamer
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Interested candidates must send cover letter and resume to: jobs@ucsep.org or fax to 215.468.5573, ATTN: HR Department.