



NORTHERN PLAINS DANCE

DANCE INSTRUCTOR JOB SUMMARY: Northern Plains Dance, a busy, well established 501(c)3 nonprofit arts dance education studio, is seeking a **full-time dance teaching artist** with experience and confidence in teaching a variety of students who possess a range of skills and abilities, from recreational to serious dancers, ages 10 months to adults. The ideal candidate will have a background in teaching multiple styles including ballet, jazz, modern, and contemporary. Performance and choreographic opportunities are available for teachers. The position reports directly to the Director of NPD.

SCHEDULE:

Regular classes are held 4-8 pm Monday-Friday and 9 am-noon Saturdays, additional hours are required for weekend production rehearsals and performances. During the week variable hours are scheduled for community outreach, educational activities, and organizational planning and promotion. One day each week no teaching hours are scheduled.

DANCE-RELATED EXPERIENCE AND TECHNICAL SKILLS:

The successful candidate will have the ability to

- Confidently teach a variety of students who possess a range of skills and abilities, from recreational to serious dancers, ages 10 months to adult
- Openness to teaching age groups and styles outside of experience
- Teach sound technique classes based on current best practices for the physical and developmental health of the student
- Develop critical artistic sensibilities
- Instill skills and lessons that go beyond the studio
- Impart an appreciation for the performing arts in general and dance in particular
- Maintain a nurturing, friendly and appropriately challenging environment

PERSONAL CHARACTERISTICS:

- Is punctual, energetic, organized, and flexible
- Willingly and easily adapts to change in a dynamic work environment.
- Demonstrates a pleasant demeanor when working with varied constituencies and personalities.
- Contributes positively to the organization as an integral member of the team.
- Is creative, outgoing, self-motivated, and detail-oriented.
- Possesses strong time-management and communication skills.
- Manages multiple projects simultaneously.
- Suggests operations and customer service strategies that maintain, grow, and strengthen school constituency.

Additional EXPERIENCE AND TECHNICAL SKILLS:

- Clerical experience
 - Knowledge of Microsoft Office programs including Word and Excel.
 - Ability to operate and maintain a personal computer and telephone system.
 - Ability to learn and operate JackRabbit registration software and PatronManager ticketing software.
 - Experience in working in database management preferred but not required.
- Customer service and/or fundraising experience desirable.
- General knowledge of and experience in working on basic marketing and social media campaigns desired but not required.

EDUCATION:

College degree **required**. Those with no degree but with extensive experience will be considered.

COMPENSATION:

Salary ranges from \$38,000 - \$45,000 depending on experience and diversity of styles and ranges taught. Benefits include paid vacation, health insurance and retirement.