



**FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

**YMCA of Greater Syracuse
Job Posting**

Job Title: Dance/Gymnastics Instructor

Reports To: Arts Studio Director

FLSA: Non-exempt – Part-time

Work Location: North Area Family YMCA

Work Schedule: Thursday evenings and Sunday mornings/afternoons

A Career with a Cause:

At the Y, strengthening community is our cause. Our mission is to put Christian principles into practice through programs that build healthy spirit, mind and body for all. We focus our work in three key areas, youth development, healthy living and social responsibility. We are committed to this cause because a strong community can only be achieved when we invest in our kids, our health and our neighbors.

General Functions:

Under the direction of the Arts Studio Director, the Dance/Gymnastics Instructor meets the needs of its members in the safest and most enjoyable atmosphere. The incumbent is a team player who demonstrates strong skills in class and lesson development; organization; interpersonal, verbal and written communication; and collaborative relationships. The Dance Instructor's responsibilities include lesson planning, class proposals, material lists, attendance, recital planning, and class schedules. Lessons will teach the principles of art education in the given genre of the class, as well as promote the core character values of the YMCA of honesty, respect, responsibility and caring to build a healthy spirit, mind and body.

YMCA Quality Service Theme:

We inspire creativity and individual expression and enrich the community by exposing them to quality art instruction in a multitude of different media.

Essential Duties and Responsibilities:

The essential functions of this position include, but are not limited to the following:

- Develop and implement dance lessons that increase the knowledge of art principles as well as expand the student's interest in performance art.
- Create a safe and trusting creative environment in the Dance Studio.
- Ensure the safety of all students.
- Maintain the cleanliness and organization of the Dance Studio with a team effort of the class.
- Communicate respectfully and clearly with all students and parents.
- Reinforce positive behaviors and creative strides.
- Handle disruptive behaviors in accordance with the YMCA's policies and procedures.
- Actively participate in promoting the Y-Arts program at the YMCA and in the community.
- Follow all guidelines and procedures stated in the Employee Handbook.
- Actively pursue learning opportunities related to art education and character development.
- Maintain required paperwork for the Arts Studio Director.
- Sustain open communication between Arts Studio Director and fellow instructors.
- Complete all training requirements within the given time frame.
- Attend all other required trainings and workshops.
- Other duties as assigned by the Supervisor.

Experience and Education:

- Possess strong experience and skills in their given field of performance arts, and either a college degree related to their art field or professional experience that is equivalent, demonstrated by examples of personal experience and their abilities.
- Minimum two-years of work experience.
- Experience working with the age group the class is designed for.

Qualifications:

- Possess and demonstrate excellent organizational, verbal and written communication, interpersonal, decision-making, problem solving and leadership skills.
- Possess and demonstrates ability to work within a team as well as work with minimum supervision.
- Possess and demonstrates the ability to develop and implement meaningful and creative lesson plans appropriate for the age group it is intended for.
- Experience working directly with students in a dance related environment that establishes their rapport with students and their ability to convey dance material that promotes creativity and individuality. Must have at least 2 years experience teaching preschoolers and ages 5-8 in Tap, Ballet and Jazz.

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- Ability to observe confidentiality.
- Able to work a flexible work schedule to include evenings and weekends.

Trainings & Certifications:

- Must complete online Bloodborne Pathogens and Employee Safety trainings prior to initial assignment to position.
- Must complete Hazard Communication training and YMCA Youth Prevention within the first 90-days of employment.
- Must attend and complete Darkness to Light within the first 90-days of employment.

Core Competencies:

- Supports the Mission, Vision and Direction of the YMCA: Understands and supports the mission of the YMCA; displays the YMCA values; displays flexibility and accepts changes; is willing to try new methods and make suggestions; shows a strong commitment to the YMCA; conveys enthusiasm for the YMCA and his/her work.
- Builds Community: Understands and embraces the role of volunteers; helps members and participants make connections to others and to the YMCA; practices effective relationship-building techniques; supports the role of fund-raising in achieving the YMCA mission.
- Provides a Quality Experience for Members, Participants, Internal Customer and Other: Possesses the ability to deliver outstanding experiences for members, participants, internal customers and others; builds warm and supportive relationships; consistently greets and assists everyone in a positive way; strives to provide service that will exceed expectations; responds to concerns and complaints in a way that makes each person feel valued; initiates action for prompt resolution; looks for better ways to serve in involve members, participants, internal customers and others.
- Works Productively: Demonstrates responsible actions; consistently performs duties in a safe and conscientious manner within the agreed upon timeframe; follows standards, policies and procedures; is reliable and consistently punctual; actively participates in staff meetings, required trainings, and other work related activities; uses good judgment; uses YMCA resources appropriately and efficiently.
- Uses Effective Personal Behaviors/Communicates Effectively: Treats everyone with courtesy, respect and consideration; displays integrity; listens actively and genuinely; communicates in a clear and pleasant manner; embraces differences among people; demonstrates an active willingness to learn and grow; accepts constructive criticism; works cooperatively as a team member.

Effect on End Results:

This position strongly impacts the effectiveness with which the YMCA accomplishes its mission. The YMCA Dance Instructor is committed to promote an enjoyable environment that teaches values, is healthy, safe and provides an opportunity for positive growing experiences:

1. Provides a safe and friendly experience for participants and coworkers.
2. The staff member provides age-appropriate activities resulting in satisfied participants and parents.
3. Supports a positive YMCA image while strengthening the community.

Physical Demands:

Ability to frequently sit, use his/her hands and fingers, stand, walk, reach, balance, stoop, crouch, kneel and climb. Ability to lift and/or carry and move up to 30 pounds (occasionally this could be more). Specific vision abilities required close, color, distance, peripheral, depth perception and ability to adjust focus.

Work Environment:

Work is normally performed in a typical studio environment. At time the employee may be required to travel and be exposed to prevailing weather conditions. The noise level in the work environment is usually moderate.

Americans with Disabilities Specifications:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

How to Apply:

Interested candidates should respond to Renee Storiola, Arts Studio Director at (315) 303-5966, ext. 225 or email their completed application to rstoriale@syracuseymca.org or Laura Lipari, Human Resources Coordinator at (315) 474-6851, ext. 356 or email their completed application to llipari@syracuseymca.org, no later than October 25, 2017.

The YMCA of Greater Syracuse reserves the right to interview only those internal candidates that based on their qualifications, experience and background meets the requirements of the job vacancy.