



## ***arts-X-press* Dance Instructor**

### **POSITION SUMMARY**

The *arts-X-press* Dance Instructor is a vital member of our summer arts program faculty, working with 10-15 middle school students of diverse abilities in a classroom setting for two hours a day, residing on campus and participating in all other program activities throughout the rest of the day. The purpose of our arts workshops is to encourage creative risk-taking and growth in the art form, foster teamwork between students and teach basic techniques they may not encounter in a school classroom. **All *arts-X-press* instructors reside on campus for the duration of their 5-day session and take part in excursions and workshops in addition to classroom instruction.** This position requires the instructor be both a teacher and a chaperone for the program. More information about the program can be found on our website at [www.pacificsymphony.org/arts-x-press](http://www.pacificsymphony.org/arts-x-press).

### **ESSENTIAL FUNCTIONS**

The instruction in the dance workshop (8 hours total) will culminate in a 7 minute student presentation the last evening of the program. The focus of *arts-X-press* is on creative process in the arts. The presentation does not have to be a completed "performance." All *arts-X-press* instructors...:

- Are responsible for creating and directing all workshop activities and/or class time. There is no set curriculum for the workshops. Instructors are encouraged to create their own plan for using class time. Some students in the class will have a great deal of experience in their art form. Some students will have had no formal training at all in the art form. The most effective instructors have created activities where all students could participate, feel involved and learn about the art form regardless of skill level. Each instructor will have at least one counselor helper during the workshop time. This counselor can be used as an assistant and participant in the workshop.
- Live onsite at Concordia University during program execution (24 hours per day for 5 full days) and assist in all aspects of the program including mentoring and supervising students and counselors and chaperoning excursions, workshops and group activities.

### **ADDITIONAL FUNCTIONS**

- All needed classroom supplies will be procured by the instructor within the approved budget. Any supplies purchased with this budget will remain the property of Pacific Symphony.
- Participate in all activities, workshops and excursions.
- When needed, enforce safety or rules.
- Live in the dorms with students as a program chaperone.
- Make pre-session phone calls to welcome students.
- Meet busses on first and last days of programs to ensure student safety.

## MINIMUM REQUIRED EDUCATION, EXPERIENCE & SKILLS

- College degree preferred but not required.
- Teaching experience required.
- Understanding of age-specific learning and emotional needs for middle school students.
- Enthusiastic about working with children, volunteers and artists and able to manage classroom time or events in a flexible, calm, patient and forgiving manner.
- Must have strong organizational and interpersonal communication skills. Must be self-motivation and possess the ability to set own working hours and manage own time.
- Must be punctual, persistent, a problem solver, timely, creative and have sustained energy. Able to work long hours with a very busy schedule and still able to lead by example and motivate staff members and program participants.

## SUPERVISORY RESPONSIBILITY

Responsible for supervising middle school students. While executing program, responsible for student participant safety at all times.

## WORKING CONDITIONS

- This position requires attendance at one full-day training meeting.
- Living onsite in the dorms during the program is required.
- The program can be physically demanding. There is quite a bit of walking, sometimes up to 1-2 miles in a day.
- The daily schedule during the program begins around 7 a.m. and generally concludes around 10:30 p.m.

**SALARY** Negotiated privately at time of interview

**EMPLOYMENT STATUS** Seasonal

**DEPARTMENT** Education & Community Engagement

**REPORTS TO** *arts-X-press* Managing Director / Director of Community Arts Participation

**Note:** *Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this position at any time.*

## APPLICATION PROCEDURE

**Application Deadline:** Open until filled

Please e-mail or mail resume and cover letter:

- Attention: Alison Levinson
- Subject: *arts-X-press* Instructor Search
- E-mail: [ALevinson@PacificSymphony.org](mailto:ALevinson@PacificSymphony.org)
- Address:  
Pacific Symphony – Attention: Alison Levinson  
17620 Fitch, Suite 100  
Irvine, CA 92614

For more information about *arts-X-press*, please check out our website! You can see our video and detailed program descriptions by clicking here: <http://www.pacificsymphony.org/arts-X-press>

## ORGANIZATION

Founded in 1978, Pacific Symphony enriches the human spirit through superior performances of classical and symphonic music. It is a highly dynamic and innovative organization, led artistically by Music Director Carl St.Clair and operationally by President John Forsyte. Pacific Symphony presents more than 100 concerts annually and serves 275,000 community members each year. Pacific Symphony is nationally and internationally recognized for performance excellence, strong community engagement through education and other programming and the commissioning of new works by contemporary composers. Pacific Symphony twice received prestigious ASCAP Awards for Adventuresome Programming, and was showcased in the League of American Orchestras' nationally released publication, *Fearless Journeys: Innovation in Five American Orchestras*. Pacific Symphony's Class Act elementary school enrichment program has been honored by the National Endowment for the Arts and the League of American Orchestras for its exemplary orchestra education.

Resident for much of the year at the renowned Renée and Henry Segerstrom Concert Hall, the Symphony also presents an outdoor summer series. In the 2016-2017 season, Music Director Carl St.Clair celebrates his 27th season with Pacific Symphony, while Principal Pops Conductor Richard Kaufman celebrates his 26th season leading the Pops series, which stars some of the world's leading entertainers.

For 26 consecutive years the Symphony has balanced its budget and has no accumulated debt. It employs an administrative staff of over fifty. The current annual operating budget is approximately \$20 million with nearly \$9 million earned through ticket sales, contracted services, education programs, the endowment and various other earned sources. About \$10 million of the Symphony's budget is generated through contributed income.

[www.PacificSymphony.org](http://www.PacificSymphony.org)