



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

TITLE: Dance Instructor
STATUS: Part-time, Non-exempt
REVISED: Apr-18

DEPARTMENT: Choose an item.
REPORTS TO: [Click here to enter text.](#)
BRANCH: Choose an item.

POSITION SUMMARY:

This position supports the work of the Y, a leading nonprofit committed to strengthening community through youth development, healthy living, and social responsibility. This position will plan and implement dance program curriculum and encourage individual disciplines that build skills and self-confidence.

QUALIFICATIONS:

- Demonstrated ability to teach dance routines, specific to programming offered.
- Program instruction experience, preferred.
- Certifications that must be obtained and maintained within first 90 days: CPR, AED , First Aid, Child Abuse Prevention, Blood borne Pathogens, Hazard Communication.
- Willingness to attend meetings, training, and obtain additional certification as requested.

PHYSICAL DEMANDS:

Ability to perform all physical aspects of the position, including leading classes, walking, standing, bending, reaching, and lifting. Individuals in this position may be subject to all elements of weather and loud facilities.

ESSENTIAL FUNCTIONS:

- Plan choreographed routines, set-up & take-down classroom, and instruct classes and activities.
- Supervise program participants and all areas of program utilization. Closely monitor arrivals, departures, and absences providing appropriate individualized attention.
- Maintain good public relations and open communication with participants and/or parents.
- Ensure safety and cleanliness of all equipment and facilities utilized by programs.

YMCA COMPETENCIES (Leader):

Advancing Our Mission & Cause

- Recognizes and articulates that the Y is a not-for-profit, charitable organization committed to serving the entire community.
- Serves others by intentionally welcoming, connecting, and supporting them, and inviting them to get involved and give back to the community.
- Tells the Y story in regular interactions with members.

Building Relationships

- Embraces all dimensions of diversity (i.e., ability, age, culture, ethnicity, faith, gender, income, national origin, race, religion, sexual orientation, socio-economic status, etc.) by treating all people with dignity, compassion, and respect.
- Listens with the intent to understand the perspective of others by using appropriate communication methods, including open-ended questions.
- Creates a safe environment in which others feel welcome and respected.

Leading Operations

- Serves with purpose and passion.
- Improvises quickly and appropriately when faced with unexpected circumstances.
- Acts responsibly with the Y's resources, following all budgeting policies and procedures and reporting irregularities immediately.
- Demonstrates up-to-date knowledge and skills in the technology associated with the job.

Developing & Inspiring People

- Solicits and is open to informal learning opportunities to gain insight (e.g., performance feedback, coaching, and stretch assignments).
- Acts in alignment with personal and organizational values in all situations.
- Remains calm and objective when under pressure or when challenged by others.

DISCLAIMER:

Other duties may be assigned to this position at the discretion of the reporting supervisor. Performance evaluation, based on essential functions and competencies, will be conducted annually.

By signing this description, I acknowledge that I possess all qualifications stated and am **able / unable** (circle one) to perform all essential functions without special assistance.

Employee Signature

Date