



DUARTE DANCE INSTRUCTOR

Part-Time Temporary

Definition:

Under the supervision of the Teen Center Supervisor, the instructor is responsible for the implementation and oversight of the Duarte Dance program. The instructor will supervise and provide high-quality dance instruction to Teen Center participants, while supporting the mission of the Parks and Recreation Department and nurturing creativity and advancement of all participants in the area of dance.

Essential Job Duties:

The following tasks are essential for this position. Incumbents in this classification may not perform all of these tasks or may perform similar related tasks not listed here.

1. Choreograph and instruct a variety of engaging dance routines and styles that leads to skill development and increased physical fitness.
2. Analyze, demonstrate, and explain basic skills, knowledge, and strategies of movements consistent with the subject.
3. Enforces and follows all rules, regulations, and policies of the City of Duarte.
4. Enforce rules and regulations of recreational facility to ensure safety.
5. Performs other related duties as required.

Minimum Knowledge, Skill and Ability:

Knowledge of:

- Practices and techniques to achieve group cooperation in dance and recreation programs.
- Appropriate safety precautions and procedures.
- Functions, policies, and procedures of relevant departments and/or operations.

Skill and Ability to:

- Experience teaching beginning, intermediate, and/or advance dance levels.
- Work independently, without direct supervision.
- Establish and maintain effective working relationships with the public and all levels of staff and management.
- Understand and follow verbal and written direction.
- Think and react clearly, quickly, and accurately in emergencies.

Training and Experience:

Experience in the Dance industry, including competitive history, professional experience, and coaching experience.

Licenses and Certificates:

Instructor must possess extensive experience in the discipline or Dance Education. Must possess and maintain current CPR/AED certification.

Physical Requirements and Working Conditions:

- Requires both near and far vision (which may be corrected).
- Requires the mobility to bend, twist, kneel, squat, stand, and stoop.
- Requires mobility of arms to reach and dexterity of hands to grasp and hold.
- Requires the ability to stand for long periods.
- Performs lifting, pushing, and/or pulling, which could exceed 50 pounds and is an infrequent aspect of the job.
- Occasional exposure to loud noises and large groups of people.
- Work occasional occurs at remote locations and travel is rare.
- Required to work evenings, weekends, or holidays, as necessary.