



## Position: Head of Dance

### **PRE-REQUISITES:**

- Age requirement 19+, 21+ preferable
- Certifications required: First Aid, CPR
- Ability to commit to contract dates to be determined but which will include Leadership Training, Orientation and The Camp Season.
- Contract dates may also include Week at Arcadia, Family Camp, Early Camp and Closing Work Crew.
- Experience working with children with preference given to candidates who have taught children.
- Experience with various forms of dance: classic, jazz, ballet, hip-hop, modern
- Knowledge of general fitness including proper stretching techniques and safety
- Hard-working, flexible, ability to multi-task, organized, patient

### **JOB DESCRIPTION:**

#### **Essential Job Functions**

- Attend and participate in a pre-camp training program,
- Provide care and supervision for all campers,
- Live and eat with campers (males do not live with campers)
- Teach one or more camp activities to campers
- Participate in and/or run assigned Camp programs and such other tasks as assigned by the Camp for the operation of its camp program
- Live in a rustic outdoor youth camp setting

#### **Head of Dance**

- Develop, implement and execute dance lesson plans for Campers ages 7-17 years old and Cubs aged 3 - 6
- Must be a self-starter as this is a single counselor department
- Teach beginner to advanced skills and classes to children. See Levels for description of skills that will be taught in this activity
- This is a half-time position

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#### **Lodge Counselor (female) (see attached for more detail)**

- Live in a cabin with 1-2 other counselors and be responsible for campers.
- Plan, participate and interact with campers in a variety of activities in the cabin
- Participate in unit activities and unit duties



**Non-Lodge Counselors (male) (see attached for more detail)**

- Does not live with campers
- Has additional responsibilities and duties around Camp

**RESPONSIBILITIES:**

- Submit weekly lesson plans and activity schedule
- Keep weekly records of camper level achievements in Dance
- Record daily camper attendance
- Manage 4 one hour activity periods per day (Monday through Sat) where lessons will be taught to campers
- Organize Dance demonstrations for Parent Visiting Weekend ) in July
- Complete a final written Activity report and any other paperwork as required

**STAFF TRAINING:**

Staff training is ongoing throughout the summer at Arcadia. All Department Heads will:

- Attend a Leadership Training workshop with other department heads. This training will be led by our Administrative staff and will focus on your leadership role in your activity department and at Camp in general.
- Attend Staff Orientation to become familiar with the Camp culture, develop teaching strategies and set – up your activity.
- Attend weekly Department Head meetings and be able to incorporate this information in managing your department
- Meet on a regular basis with your Activity Coordinator to review teaching techniques, assess successes and failures and evaluate all aspects of the department.

**COMPENSATION PACKAGE:**

Our compensation package is based on education, experience and length of contract. It includes:

- Cash salary for the number of weeks you are contracted
- Travel allowance (non-taxable) provided at the end of your contract
- Room and Board for the duration of your contract