



*Board of Education of the City of St. Louis*  
**CAREER OPPORTUNITY**

---

<b><i>Position Title:</i></b>	Secondary Dance Instructor
<b><i>Payroll/Personnel Type:</i></b>	10 Month
<b><i>Reports to:</i></b>	Building Principal

**Position Summary:**

The Secondary Dance Teacher will impart basic understanding of dance techniques including placement, posture, carriage, alignment, strength, flexibility and style of arms, legs and torso, as well as stretches, plies, leaps, turns and combinations. The Dance Teacher will be required to produce a Dance Concert each school year.

**Essential Functions:**

- Select and plan class content, which may include stretching, improvisation, dance techniques, strength exercises or combinations. (Classes may include a warm up period)
- Select all music and choreography of dance combinations.
- Prepare a written “Dance Syllabus” that states exactly the dance philosophy, units of focus, expectations, duration of focus, dress requirements, research requirements, parent involvement, details of the Dance Concerts, and finally the criteria used to evaluate student progress.
- Choose a theme and music for a recital and choreograph all dance pieces.
- Select costumes with parent participation.
- Design a recital program. The program will involve choreography, music, costumes and dance demonstrations by all the dance students in the dance classes.
- Solicit volunteers to assist with rehearsals and performance.
- Attend periodic staff meetings.
- May attend educational training.
- Integrate annual recitals in conjunction with other dance instructors.
- Theory and appreciation of all phases of DANCE will be a part of the dance curriculum. Dance is a discipline therefore; the dance teacher must demonstrate and work to develop the skills necessary for an outstanding dance program. Safety in the dance studio will be implemented, and required at all times.
- Performs other duties as assigned.

**Experience Required:**

- At minimum two (2) years successful work experience in coordinating, and instructing dance classes that involve ballet, tap, jazz, modern and multi-cultural dance techniques and movements.

**Education Required:**

- Bachelor's Degree from an accredited college or university
- In addition to the Missouri certification in Physical Education K-9, the dance teacher must have a 3.5 grade point average or above on a 4.0 scale.

**Knowledge, Skills and Abilities:**

- Demonstrate/perform the techniques to be taught.
- Encourage students to participate and/or try out for dance experiences outside the classrooms.
- This is a demanding position and requires a high level of organization, skills, enthusiasm, and energy.
- Demonstrate an unwavering focus on helping students achieve
- Knowledge of and skill in data analysis to improve student learning



*Board of Education of the City of St. Louis*  
**CAREER OPPORTUNITY**

---

- Excellent oral and written communication skills

**Physical Requirements:**

- Must be physically able to operate a motor vehicle
- Must be able to exert up to 10 pounds of force occasionally, and/or a negligible amount of force constantly to lift, carry, push, and pull or otherwise move objects, including the human body

**Working Conditions and Environment:**

- Work is routinely performed in a typical interior/office environment
- Very limited or no exposure to physical risk

**Disclaimer:**

**The information contained in this job description is for compliance with the Americans with Disabilities Act (ADA) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.**

**Review/Approvals:**

\_\_\_\_\_  
Employee      Date

\_\_\_\_\_  
Immediate Supervisor      Date

\_\_\_\_\_  
Human Resources      Date

***In connection with hiring for this position the district shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, sexual orientation, age, disability, veteran status or national origin.***