



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

BLOOMINGTON YMCA JOB DESCRIPTION

Job Title: **Performing Arts School Instructor**
Reports to: Performing Arts School Coordinator

Job Grade: Part-time
Revision Date: 6/28/18

POSITION SUMMARY:

Teach classes in the Performing Arts School. Ensure that all classes are conducted in a safe, enjoyable, and positive environment that promotes youth development and engagement in accordance with YMCA policies and procedures.

ESSENTIAL FUNCTIONS:

1. Instruct in an energizing, fun, safe, and educational session, as directed by the Performing Arts Coordinator
2. Answer questions from students and parents to support them in achieving their goals related to performing arts
3. Maintain working knowledge of trends to provide effective information and support to students
4. Build effective, authentic relationships with students; helps students connect with each other and the YMCA
5. Keeps accurate attendance records
6. Follows YMCA policies and procedures; respond to emergency situations
7. Attend periodic meetings/trainings with instructors
8. Any other duties as assigned by the Performing Arts Coordinator

YMCA COMPETENCIES:

Mission Advancement: Accepts and demonstrates the Ys values. Demonstrates a desire to serve others and fulfill community needs. Recruits volunteers and builds effective, supportive working relationships with them. Supports fund-raising.

Collaboration: Works effectively with people of different backgrounds, abilities, opinions, and perceptions. Builds rapport and relates well to others. Seeks first to understand the other person's point of view, and remains calm in challenging situations. Listens for understanding and meaning; speaks and writes effectively. Takes initiative to assist in developing others.

Operational Effectiveness: Makes sound judgments, and transfers learning from one situation to another. Embraces new approaches and discovers ideas to create a better member experience. Establishes goals, clarifies tasks, plans work and actively participates in meetings. Follows budgeting policies and procedures, and reports all financial irregularities immediately. Strives to meet or exceed goals and deliver a high-value experience for members.

Personal Growth: Pursues self-development that enhances job performance. Demonstrates an openness to change, and seeks opportunities in the change process. Accurately assesses personal feelings, strengths and limitations and how they impact relationships. Has the functional and technical knowledge and skills required to perform well; uses best practices and demonstrates up-to-date knowledge and skills in technology.

PERFORMING ARTS SCHOOL INSTRUCTOR

QUALIFICATIONS:

1. Knowledge / Experience / Certification in areas of expertise
2. Physical ability to perform Performing Arts specific movements
3. Must have at least two years of college education or school age child development experience
4. Ability to perform multiple tasks concurrently
5. Must pass criminal background check prior to employment

COMPENSATION:

Hourly wage is determined by experience and qualifications

JOB REQUIREMENTS

1. Flexible work schedule 10-15 hours per week.
2. Have lesson plans for classes each week
3. Prepare a piece for each class for the winter and spring recital
4. Help organize and run the winter and spring recital with the other instructors
5. Preferred certifications: CPR, First Aid, AED.