



2055 Purcell Way, North Vancouver, B.C. V7J 3H5

Dance Instructor

EMPLOYER: Capilano University
ADDRESS: 2055 Purcell Way, North Vancouver, BC V7J 3H5
JOB POSTING CLOSES:
CONTACT PERSON: Janelle Eisler
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EMAIL: janelleeisler@capilano.ca
JOB LOCATION: CapU Centre for Sport and Wellness **WEBSITE:** athletics.capilano.ca
WORK TERM: Sept 2023-April 2024
POSITION TITLE: Dance Instructor

DUTIES/RESPONSIBILITIES

The Department of Athletics and Recreation is currently seeking Dance Instructors to facilitate dance classes on campus at Capilano University. This position reports to the Campus Recreation Programmer in the Department of Athletics and Recreation, Centre for Sport and Wellness.

The Dance Instructors will develop and implement group dance program plans for variety of abilities. Dance Instructors will teach one or more dance classes each week with the aim of increased engagement of both the student and employee populations in active health programming. Classes will be held in the boardrooms located at Capilano University with the use of the University's existing fitness and recreation equipment if needed.

Summary of Key Responsibilities:

- Under the direction of the Campus Recreation Programmer, the Dance Activity Leader will provide class instructions to participants attending registered or drop in dance classes
- Develop and implement dance programming for participants including progressions/adaptations based on varying abilities
- Provide participants with feedback, technique suggestions, and supervise the overall safety of participants during dance class
- Arrange for a substitute instructor from approved list of substitutes if unable to teach assigned class. Notify Campus Recreation Programmer of any changes to availability in advance to avoid cancellation of classes.
- Maintain a safe facility and environment and report any equipment malfunctions or safety concerns to the Campus Recreation Programmer

- Ensure all participants have completed their registration and filled in the appropriate waivers
- Accurately report attendance for weekly classes.
- If necessary, complete accident report forms

SKILLS REQUIRED

Certifications

- High school graduation or equivalent
- Emergency First Aid and CPR C
- 3-5 years of Dance experience at a high level
- Experience instructing dance to a group of a variety of ages

Other:

- Strong communication, customer service, and organizational skills are required
- Enthusiasm and positive energy that appeals to both the student and staff population
- Computer proficiency and ability to help create program plans as required
- Must be a team player and confident leading groups of students
- Must have a passion for physical activity and healthy living
- Previous experience in recreation facilitating is a strong asset

HOURS: Each class runs for approximately 45 minutes weekly. Hours will vary depending on university closure dates, participant demands, and facility availability

Rate of Pay: \$37/class (note rate of pay is based per class not hourly)

If interested, please submit a resume and cover letter:

Janelle Eisler

Campus Recreation Programmer, Department of Athletics and Recreation
Capilano University
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