



STEP-BY-STEP FOLKLÓRICO

YOUTH POLYNESIAN DANCE INSTRUCTOR

Title: Youth Polynesian Dance Instructor
Pay Rate: \$20.00 - \$30.00 DOE
Reports To: Director of Dance Instruction
Status: Part-Time
Hours: Approximately 15-25 hours per week, Monday - Friday,
scheduled between the hours of 1pm and 6:00pm
City: Varies

JOB SUMMARY:

Under general supervision of the Step-By-Step Folklórico Director of Instruction, the Polynesian Youth Dance Instructor will provide dance instruction and other youth enrichment lessons related to Polynesian cultures to TK-12th grade students on school campuses and in our Highland, CA studio. The Polynesian Youth Dance Instructor will participate in and provide professional development, manage equipment and supplies, plan lessons, supervise children, teach dance lessons from a variety of countries of Polynesia, and perform a variety of other related tasks as required.

ESSENTIAL DUTIES and RESPONSIBILITIES:

- Effectively demonstrate mastery of health, safety, and student interaction expectations and protocols.
- Proficiently manage small and large groups of students.
- Proficiently distinguish characteristics from a wide variety of Polynesian dances.
- Perform effectively as an assistant or lead instructor.
- Teach and model footwork, dance steps, basic sequences and combinations, and choreography that fosters love and excitement for Polynesian dance.
- Provide instruction for up to groups of twenty students.



- Differentiate dances for younger/older and beginner/more advanced learners.
- Create lesson plans regarding the historical elements that have influenced traditional Polynesian dance from multiple Polynesian islands including traditional attire, music, art, and storytelling, for yourself and your peers.
- Deliver organized, fun, and engaging lessons with the prescribed objectives and lesson plans for direct instruction that support teamwork and collaboration and lead to the successful attainment of the student objectives.
- Deliver mini lessons in accordance with the provided lesson plans regarding the historical elements that have influenced traditional Polynesian dance from multiple Polynesian islands including traditional attire, music, art, and storytelling.
- Utilize instructional and communication strategies that recognize the historical and cultural traditions of Polynesian dance, and the many cultures that have shaped the artform while also promoting equity, diversity, and inclusion.
- Utilize strategies including mindfulness, group management, and lesson design to implement structured and orderly classes.
- Utilize stretching, warm-up, posture, body alignment, footwork, turns, spacing, and other dance strategies and techniques for effective lessons.
- Successfully teach basic dance vocabulary and terminology utilizing English and languages related to the origins of the dance.
- Communicate effectively with coworkers, students, and parents.
- Maintain cooperative and effective relationships with those contacted in the course of work.
- Set up and operate audio and video equipment and systems.
- Accurately complete forms and paperwork.
- Perform duties and responsibilities as assigned and meet deadlines.
- Effectively train and support new instructors.
- Other duties and responsibilities as assigned.

EDUCATION and REQUIREMENTS:

- 2 Years of successful experience working with children.
- 2 Years of Polynesian dance experience.
- Classroom teaching experience preferred.
- Polynesian dance teaching experience preferred.



- Must be 18 years of age or older and provide proof of a High School diploma or G.E.D. Required.
- Ability to speak and write standard English appropriate in a public school setting.
- Ability to be flexible and adjust to changes in a dynamic environment.
- Bilingual (English/Spanish) preferred.

BACKGROUND CHECK/TESTING/CERTIFICATION:

- Must pass Live Scan (criminal background check via fingerprinting).
- Provide a negative Tuberculosis (TB) test.
- Must pass drug testing.
- CPR/First Aid Certification.

SUPERVISORY RESPONSIBILITIES:

- This position requires the supervision of children.
- Keeping accurate attendance sheet records.

TRAVEL:

- Travel will be required; a valid driver's license and reliable transportation is required.

PHYSICAL DEMANDS:

The physical demands described here represent those that must be met by an employee to perform the essential functions of this job successfully. Reasonable accommodation may be made to enable individuals with disabilities to perform essential functions.

- Long periods of standing, walking, sitting, and moving quickly.
- Sitting on the floor and returning to a standing position.
- Considerable long periods of physical activity.
- Requires some physical work; kneeling, bending, squatting, lifting, pushing, pulling, or carrying objects or children.
- Lifting and moving up to 50 pounds.
- Physical work is a primary part.
- Specific vision abilities required include close vision, distance vision, color vision, peripheral vision, and depth perception.
- Hearing within the normal range is required.



- Work may involve moderate exposure to unusual elements, such as extreme temperatures, dirt, dust, fumes, smoke, unpleasant odors, and/or loud noises.

Step-By-Step Folklórico is an equal opportunity employer and is committed to fostering a diverse and inclusive workplace. We encourage individuals from all backgrounds to apply.

ADA:

The employer will make reasonable accommodations in compliance with the Americans with Disabilities Act of 1990. This job description will be reviewed periodically as duties and responsibilities change with business necessity.

STEP-BY-STEP FOLKLÓRICO EMPLOYMENT STATEMENT:

Nothing in this job description restricts management’s right to assign or reassign duties and responsibilities to this job at any time. All terms and conditions of Step-By-Step Folklórico’s at-will employment duties and responsibilities are subject to the Step-By-Step Folklórico Handbook.

The employee signature below indicates the employee understands the requirements, essential functions, and duties of the position.

Print Name:

Signature:	Date:
------------	-------