

Coalition for Hispanic Family Services
Community Center Programs
Job Description

Position Title: Dance Instructor

Program: Cornerstone Community Centers

Reports to: Site Director

Date Available: Immediately

To apply: Submit a resume and cover letter with qualifications to Angelica Mercedes-Lei Croker Program Director at Hope Gardens Community Center at communityprogramsjobs@hispanicfamilyservicesny.org

AGENCY SUMMARY

The Coalition for Hispanic Family Services is a non-profit community-based organization serving children and families of North Brooklyn and Queens. Services include foster care, adoption, youth development, family support, mental health, internships, community building and after school education.

PROGRAM SUMMARY

CHFS's Cornerstone and Beacon centers are educational, recreational, and social community center programs located in the Williamsburg and Bushwick neighborhoods of Brooklyn. The centers offer free and fun after school, summer camp, evening and weekend programs that prioritize family and community, and focus on building values, skills, and relationships through a strengths-based approach.

POSITION SUMMARY

We are looking for an enthusiastic, upbeat person to join our Hope Gardens Community Center Staff, in Bushwick! We are dedicated to offering dynamic, high-quality programs to our kids including sports, art, STEAM, performing arts, and more! The right person must be able to not only manage and take care of a group of children but must also have the ability to teach their special talents to the next generation!

Up to 15 Hour Work Week. Must be available Mondays & Fridays 6pm-9pm and Saturdays from 12pm-3pm. through June 30th. (Summer opportunities may also be available for successful candidates.)

ROLE AND RESPONSIBILITIES

- Teach Ballet, Jazz, Tap, Hip Hop, and/or Contemporary dance.
- Creating well-crafted lesson plans with a thorough objective and procedure
- Create a welcoming, safe, and creative environment for all participants
- Recognize and respond to opportunities for problem-solving in the group sessions
- Develop opportunities for interaction between members and staff.
- Provide opportunities for the group so that each individual experiences success.
- Provide opportunities for discussion of individual or group problems or concerns.
- Hope Gardens Community Center has a zero-tolerance policy for bullying.
- *Develop multiple dance routines for end of term performance (3)*
- Participate in mandatory professional development trainings and staff meetings.
- Notify supervisor immediately of all behavior concerns, incidents, and red flags.
- Comply with rules and regulations shared by agency, program, DOE, and DOH, ensuring quality service and safety.
- Possess an ability and willingness to work in different capacities and travel to different sites if needed.

- Complete any tasks deemed necessary by the Director.
- *Additional responsibilities as needed*

QUALIFICATIONS

Must have a High School Diploma and minimum of two years' experience working with youth and an ability to obtain all required clearances and background checks. Must be able to participate in required trainings and mandated professional development workshops. Demonstrated knowledge of developmentally appropriate classroom practices and the ability to work with elementary and/or middle school youth is a requirement.

- Ability to relate to one's peer group
- Ability to accept supervision, constructive criticism and guidance
- Ability to facilitate engaging activities and performances
- Must have a good character, integrity, and adaptability
- Enthusiastic, sense of humor, patience, and self-control
- Positive role model

SALARY

based on experience, \$16.00-\$18.00 per hour