Dance & Choreography Artist

JOB DESCRIPTION

Hours: Up to 30 hours per week
Pay: $25-30/hour depending on experience
Locations: San Francisco, Bay Area
Deadline: Open until filled.
Start/End Date: August 2020/ June 30, 2020
Schedule includes evening/weekends.
Mandatory Saturdays February-May 9am-2pm

ORGANIZATION DESCRIPTION

Since 1971, Jamestown Community Center has been providing learning opportunities and safe spaces for low-income youth in San Francisco’s Mission District. Our youth represent the low-income, racially and ethnically diverse community in which they live and attend school. Our strategy is to serve a core group of neighborhood youth with multiple, high-impact programs as they grow through a full range of programs designed to help them transition from children into confident young adults.

Jamestown Community Center and Loco Bloco merged in 2018. Both youth development organizations had long established track records of providing enriching, high-quality programming to youth. We believed that our shared commitment to youth development, our shared love for the Mission community, our shared experience in developing leadership among low-income youth and families, the excellence Loco Bloco brings to arts programming and performance, and the expertise Jamestown brings to academic enrichment, sports and youth development, coupled with our long history of mutual collaboration can result in a better, stronger, more efficient and sustainable organization made up of Loco Bloco and Jamestown.

Programs now include Arts instruction, performance and production educational enrichment, academic tutoring, sports, leadership development, employment, counseling, and parent programs. Throughout these programs, Jamestown aims to provide all participants with the highest-quality youth development experience. This approach builds young people’s resilience as they face their daily challenges and supports their natural inclination to pursue their own growth into healthy, productive young adults. Our work focuses on the innate assets of youth to develop their leadership
and ability to challenge discrimination and oppression and to bring about change in their communities.

**Organization Values:**

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<th>Accountability</th>
<th>Family</th>
<th>Health</th>
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<td>Artivism</td>
<td>Inclusion</td>
<td>Social Justice</td>
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<td>Education</td>
<td>Grit</td>
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**POSITION DESCRIPTION**

The Dance & Choreography Artist conducts artistic work at the highest level in the Jamestown Loco Bloco Arts Leadership Development Track. This role is for a person pursuing a career in the performing arts and specializing principally in Brazilian inspired dance forms. Reporting to the Artistic Director, the Dance & Choreography Artist will serve as the dance & choreography instructor for classes and for annual events (Carnaval, ReclaMision Dia de los Muertos). This position will also teach dance at two or more school based and community sites. The Dance & Choreography Artist will collaborate with other Jamestown staff, Loco Bloco artists, teaching artists, youth performing ensemble participants, and classroom participants to develop year-long artistic concepts and themes for annual events and specific performances.

**RESPONSIBILITIES**

- Ensure all programs embody Jamestown’s Core Values and provide a safe and supportive environment for youth participants
- Exhibit appropriate behavior for an intergenerational space and accept and embrace the role as a mentor for our youth and young adults
- Responsible for dance instruction and components of performing ensemble rehearsals, all performances, and 2 or more school or community site classes
- Collaborate with Music Artist in matching dance choreography to musical compositions
- Collaborate with Guest Artists and Loco Bloco Teaching Artists in Training to create specific works for annual events and ensemble performances
- Serve as choreographer and instructor for San Francisco Carnaval Parade rehearsals and performance
- Supports Artistic Director in the development of Arts Department dance instructors and Loco Bloco Teaching Artists in Training in dance technique and elements of specific choreographies to teach at school and community sites
- Supervise and ensure the safety and welfare of participants at all times.
- Create a classroom culture of respect & participation to encourage engagement of all participants
- Attend all Artistic Development Meetings, yearly Orientations and Trainings, and Jamestown all staff meetings as required
● Prepare and maintain weekly attendance records for all classes
● Communicate regularly with Supervisor and Jamestown Staff
● Complies with Jamestown Community Center policies and procedures, and laws pertaining to the operation of Jamestown Community Center.
● Maintains confidentiality and compliance with all laws regarding privacy of youth, their families and staff.
● Maintain professional attitude and work ethic.
● Perform related duties as assigned.

QUALIFICATIONS
● A passion for Jamestown’s mission and a commitment to providing young people with the highest-quality youth development experience
● Pursuing a career in the Performing Arts in Dance
● At least five years documented study with masters in Brazilian dance forms outside of Loco Bloco
● Prior participant of Loco Bloco programs for at least 5 years highly preferred
● Minimum 3 years of experience teaching youth and adults
● Experience in creating written lesson plans and curriculum
● Excellent organizational & time management & communication skills.
● Self-sufficient in managing job obligations and schedule.
● Proven ability to work with people from a variety of different ethnic, socio-economic, educational, religious, sexual orientation and generational backgrounds.
● Experience with low income youth and families
● Bilingual English-Spanish with basic Portuguese preferred
● Fingerprint and TB clearance

Physical requirements:
● Excellent physical and aerobic condition
● Must be able to lift and carry 25 pounds
● Working conditions include standard office as well as occasional travel within the Bay Area.
● Use computer, phone, copier and office equipment.

This is an hourly, non-exempt, part-time position up to 30 hours/week with benefits.

APPLICATION PROCEDURE
Please e-mail your cover letter and resume, work samples and add “Dance & Choreography Artist” plus your name in the subject line to:

Katie Garcia, HR Manager Email: katieg@jamestownsf.org
Jamestown Community Center Telephone: (415) 647-4709 x111
San Francisco, CA 94110 Fax: (415) 647-4718

Jamestown Community Center is an Equal Opportunity Employer. We encourage women and people of color to apply.

The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.