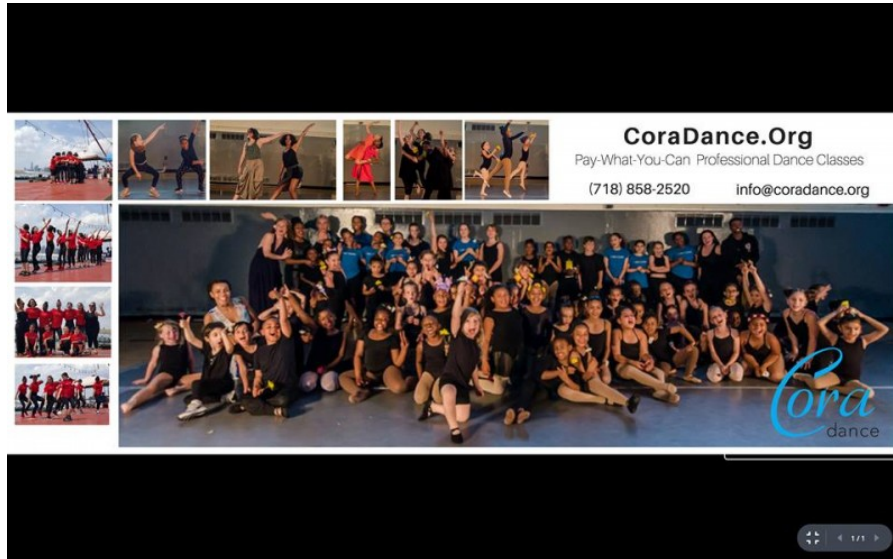


Monday, July 23, 2018

## Programs Assistant

Company: Cora Dance  
Location: Brooklyn, NY  
Compensation: \$15/hour

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Photos by Chastity Cortijo

Company: Cora Dance

Location: Red Hook, Brooklyn

Hourly wage: \$15 per hour, 17 ½ Hours per week, Mid Sept 2018- Mid June 2019

Cora Dance seeks an reliable, warm, patient, caring, organized person to join the Cora Dance team as a Part-Time Programs Assistant to manage the care of students age 5-12, assist the Programs Manager in other childcare and studio-care related aspects of the program at our facility in Red Hook, Brooklyn. Candidate must be 18 or older and ideally, a Red Hook resident. Bilingual (Spanish/English) a plus.

The Programs Assistant will be overseen by Cora Dance's Programs Manager and will be responsible for the following:

- Preparing the space for student arrival including daily maintenance/cleaning, mopping, replenishing needed materials, and preparing snack for students
- Assisting with needs of 5-15 students including but not limited to preparing daily snack, assisting younger students, when needed, with dressing out for class, providing basic homework assistance, giving hugs and band-aids when needed, and assisting with other aspects of student care as they arise
- Picking up students from local elementary school PS15 and potentially other locations and walking them safely to the studio.
- Assisting Programs Manager and other Cora staff as needed in various areas of basic administration, outreach and other aspects of serving the organization as needs arise

Hours:

Programs Assistant responsibilities fall primarily on days NYC public schools are in session September 2018 - June 2019. Hours are Monday - Friday 1:30pm-5:00pm, (17 ½ hours per week).

Payment:

\$15 per hour

About Cora Dance:

Through its professional company, youth companies and pay-what-you-can school, Cora Dance creates exceptional dance experiences while addressing the impediments that restrict individuals from accessing the art form. Cora fosters common ground amongst diverse people, allowing all involved—artists, students, audiences and community members—to connect more deeply with one another through the arts. Cora is dance for everyone, offering great art and rare opportunities for community intersection. Everything is pay-what-you-can. No one is ever turned away from a class or performance based on what they can afford.

To apply, please send a resume with phone number and brief email stating why this position appeals to you to [rbono@coradance.org](mailto:rbono@coradance.org) by

Monday, August 13.

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Cora Dance  
358 Van Brunt Street  
Brooklyn, NY, 11231  
718-858-2520  
[www.coradance.org](http://www.coradance.org)

For more information:  
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[rbono@coradance.org](mailto:rbono@coradance.org)  
7188582520

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