

Thursday, July 27, 2023

## Rehearsal Director

Company: Syracuse City Ballet  
Location: Syracuse, NY  
Compensation: 20,000-40,000

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Title: Rehearsal Director

Reports to: Artistic Director

Terms and salary: Full time/Part time available. Payable bi-weekly; position begins mid August 2023-April 28, 2024.

Weekly hours: Hours worked are flexible, but typically this position is expected to work 40 hours per week with hours during the week from roughly 9 a.m. to 3 p.m. in addition to Saturday and Sunday hours for rehearsals, performances, and community outreach. This position is exempt from overtime. In general, if the Rehearsal Director works on a Saturday and/or Sunday, they will have Monday and/or Tuesday off. The final schedule is up to the discretion of the Artistic Director.

Paid time off: 18 personal/sick/vacation days, 8 holidays

Remote work option: The Rehearsal Director is allowed to work remotely, except when required to be in the studio for class, rehearsal, or performances. Prior permission to work remotely is required.

Start date: August 2023, exact date is flexible

Work environment: The Rehearsal Director will have a shared office space with 1-2 employees. The Syracuse City Ballet will provide a computer for the Rehearsal Director's use. There is no reimbursement for cell phone usage, WiFi at home, or any other technology required for working remotely.

### KEY RESPONSIBILITIES

Studio rehearsals:

- To assist choreographers and producers in the staging of new work, record and document changes in choreography as required. To rehearse and maintain standards of existing repertoire, maximizing dancers' technical and artistic capability, and in the absence of the original choreographer or producer, be fully conversant with the choreographer's artistic intentions – including preparation and learning of these works using videos and/or notation scores provided by the Company
- To ensure the Company Code of Practice is implemented and respected in rehearsals by choreographers, répétiteurs, guest teachers and dancers.
- To liaise with the Artistic Director to agree the weekly rehearsal schedule and distribute the schedule to the dancers
- To support the maintenance of dancers' technique by providing general training (class) to an outstanding level, and deliver individual and remedial coaching as necessary to all ranks of artists, as appropriate
- To commit to maintaining effective team-working within the studio, specifically demonstrating genuine collaborative production rehearsals and performances
- In conjunction with the Artistic Director, monitor stage rehearsals to ensure that all choreography is accurately reproduced, and monitor performances to ensure that artistic and professional excellence is maintained
- In conjunction with the Artistic Director, correspond with Guest Choreographers, Musicians, Composers, Costume Designers for collaborations with the Company.
- Coordinate with Assistant Rehearsal Directors to delegate duties surrounding Syracuse City Ballet 2 and the Youth Cast; including corresponding with guardians, auditioning, casting, scheduling, and setting choreography

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