

Saturday, July 8, 2023

## Dancewave seeks Teaching Artist Manager

Company: Dancewave  
Location: Brooklyn, NY  
Compensation: \$25/hr

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Dancewave  
Transforming lives through dance

POSITION: Teaching Artist Manager

REPORTS TO: Managing Director

HOURS: An average of 15 hours per week, with the ability to work between 12 and 18 hours as per positional and organizational needs.

WORKPLACE: Hybrid (remote and on-site at the Dancewave Center located at 182 4th Avenue, Brooklyn, NY, 11217). Candidates must be based in the NYC area and able to travel across the 5 boroughs. Occasional evening and weekend work may be required.

HIRING TIMELINE: Applications will be reviewed on a rolling basis, with priority given to applications received on or before July 17, 2023. Selected applicants will be invited to participate in an introductory phone interview (rolling schedule), with finalists participating in a Zoom interview with members of the hiring team anticipated the week of July 17, 2023.

ANTICIPATED START DATE: July 31st, 2023

ORGANIZATIONAL BACKGROUND: Founded in 1995 by Diane Jacobowitz, Dancewave provides access to supportive and empowering dance experiences that center social, emotional and cognitive development through movement. Developing programs to meet community needs, we use dance as a vehicle for transformation, expression, active citizenship and self reflection. Dancewave fosters a culture where dance is celebrated as a healing and inclusive art form.

Dancewave envisions a future where dance is available to all populations, especially those who have ever been denied access to dance education. Dancewave acts as a resource and community hub for artists, educators and young visionaries, extending opportunities for our audience to participate in advocacy efforts and social change movements. For more information about Dancewave, please visit [www.dancewave.org](http://www.dancewave.org).

JOB DESCRIPTION: The Teaching Artist Manager is responsible for overseeing 60+ annual teaching artists hired by Dancewave, ensuring that all artists are prepared for upcoming programming. The Teaching Artist Manager will manage the hiring, onboarding and orientation of all teaching artists working for Dancewave's School and Community Outreach programs. The Teaching Artist Manager will play a vital role in ensuring Dancewave teaching artists are upholding the Dancewave Culture Model (teaching with a focus on restorative practices, Social Emotional Learning, Trauma Informed Teaching and Cultural Responsivity) through the planning and facilitation of orientation meetings, mid-semester check-ins and ongoing trainings.

POSITION RESPONSIBILITIES:

Implement best practices in recruitment, hiring and onboarding of Teaching Artists

Plan and facilitate responsive training and development programs for Teaching Artists, including orientations, semester kick-off meetings, and planning meetings

Manage Teaching Artist assessments, feedback and goal setting, ensuring individual teaching pedagogies are aligned with Dancewave standards

Manage Teaching Artist resources and online portal in collaboration with the Communications Manager

Maintain and refine the Dancewave Culture Model and curricular standards to ensure a high caliber of quality across all programs, participating in site visits and observations

A willingness to travel for site visits across the 5 boroughs

KNOWLEDGE, SKILLS AND ABILITIES NEEDED:

Background in dance education and inclusive educational models, including Social Emotional Learning, Restorative Practices, Trauma-Informed Teaching and Cultural Responsivity

1-2 years or equivalent experience managing teaching artists, including conducting hiring and onboarding processes

Prior experience with leading trainings and facilitating group learning

Excellent written, verbal and interpersonal communication skills

Ability to communicate with a wide range of stakeholders

Organized and agile problem solver, comfortable with working in a fast-paced environment

Fluency in Google suite

Ability to move up and down stairs at schools where elevators may not be available

Ability to lift up to 20 pounds to transport materials to schools as needed

Successful candidates will possess the following attributes:

Restorative Mindset: We are looking for someone who is skilled at resolving conflict from a restorative standpoint.

Flexible: We are a small non-profit navigating many evolving programs so there is a certain amount of adaptability needed for the role.

Collaborative: We are a collaborative workforce, and work closely with our departments and cross departmentally. Sensitive and transparent communication is important to us.

Committed to anti-racism and social justice: Dancewave believes in creating a work culture and programming that works to subvert oppressive systems in the dance world and non-profit industry. A commitment to pushing this work forward is a must.

COMPENSATION AND BENEFITS: The hourly rate of \$25.00 is aligned with the organization's current compensation structure and will be the final offer for the successful candidate for this position. Dancewave offers a comprehensive benefits package including paid holidays and closures observed by the organization, unlimited paid time off, and various perks including complimentary classes and studio space.

TO? ?APPLY: Please send a resume and cover letter to [jobs@dancewave.org](mailto:jobs@dancewave.org) with the subject line "Teaching Artist Manager - Your Name"

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Dancewave  
182 4th Avenue  
Brooklyn, NY, 11217  
[Dancewave.org](http://Dancewave.org)

For more information:  
Hiring Manager  
[jobs@dancewave.org](mailto:jobs@dancewave.org)

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