

ALONZO KING LINES BALLET

www.linesballet.org

Summer Program Resident Supervisor

About Alonzo King LINES Ballet

Alonzo King LINES Ballet was created with the purpose of touching hearts and stirring minds through dance.

The mission of Alonzo King LINES Ballet is to nurture artistry and the development of creative expression in dance, through collaboration, performance, and education.

As an organization, Alonzo King LINES Ballet:

- ***Recognizes that art lives within each and everyone of us***
- ***Strives to balance law and intuition***
- ***Believes in the full potentiality of the human being***
- ***Invests in imagination and creativity***

Alonzo King LINES Ballet (LINES Ballet) is a celebrated contemporary ballet company that has been guided since 1982 by a uniquely global artistic vision. Collaborating with noted composers, musicians, and visual artists, Alonzo King creates works that draw on a diverse set of deeply rooted cultural traditions and imbue classical ballet with new expressive potential. Each year, LINES Ballet premieres new works in bi-annual San Francisco Home Seasons, which go on to tour nationally and internationally.

LINES Ballet serves the San Francisco Bay Area with the Alonzo King LINES Dance Center, BFA Program, Training Program, and Summer Program, in addition to offering outreach activities to a variety of communities, both locally and nationally. We reach nearly 10,000 students annually through all education programs and initiatives.

Position Summary

Alonzo King LINES Ballet seeks an experienced and caring individual who has proven success in the area of Resident supervision. The Resident Supervisor resides at the San Francisco State University dormitories during the full length of the Summer Program: Advanced July 6 - August 3. They are responsible for providing the highest quality of care and leadership to young students and the Resident Assistant Team. They are the first point of on-site contact for parents, families and University staff and

handle all campus non-emergency and emergency situations with students residing at the dorms. The Resident Supervisor reports directly to the Summer Program Director.

With its world renowned Company, Dance Center, B.F.A. Program, Training Program and Summer Program, this position is an exciting opportunity for an experienced head resident advisor or youth supervisor seeking to expand their experience and share their expertise with a Nationally recognized Summer Dance Program and organization.

The Ideal Candidate

The Summer Program Resident Supervisor has a deep understanding and familiarity of the day-to-day campus operations and the responsibilities of overseeing youth in a resident living situation. The ideal candidate enjoys and is excellent at managing a team of young adults and creating a positive and safe environment for youth to thrive. Coordination, scheduling and providing exceptional customer service support to families, students, faculty and staff is crucial.

Key Responsibilities

- Responsible for the health, safety and wellbeing of the LINES Summer Program housing students at the dormitory.
- Oversees and supervises the Resident Assistant Team.
- Institute and oversee all LINES Ballet and University policies.
- Oversee student housing schedules, curfews, and travel itineraries for program and extracurricular events.
- Tracking/reporting student happenings via in-person meetings and Google sheets.
- Demonstrates sound judgment and decision-making as it relates to interacting with students and families and resident assistant team.
- Primary on-site contact for housing students, parents and University staff, maintaining effective and appropriate relationships with students, families, staff, and University staff.
- Manage a large volume of phone calls and emails.
- Coordinate schedules, housing, travel itineraries and extracurricular student events.
- Faces difficult situations with tenacity and sensitivity, effectively resolving issues with students, staff, and team.
- Communicates internally and externally both verbally, and in writing, in a manner that ensures clear and mutual understanding of information to staff, students, parents and Director.
- Demonstrates tact and diplomacy in all interactions.
- Demonstrates appropriate treatment of sensitive or confidential information.
- Supervises Front of House during Summer Program performance.
- Enthusiastically participates in LINES Ballet Summer Program activities and summer events including embracing and assisting in projects and initiatives when assigned.
- Other Projects as assigned.

Qualifications

- 3-plus years of related experience.
- Minimum age requirement - 26 years old.
- CPR Certified.
- Training in areas related to youth trauma, overseeing minors and other related subjects, preferred.
- Dance experience preferred.
- High energy and passion for working with youth is essential

Physical Demands

Must be able to work under pressure to meet organizational needs and other deadlines. Speaking and hearing are essential for communication, as is visual acuity essential for reading. Must be able to lift up to 40 lbs., be able to reach, bend, or stoop, and reach over the head. Flexion and extension of wrists and arms is required 20-60% of workday.

This position description does not promise or imply that the functions listed are the only duties to be performed or that the position may not change, or be eliminated. Management reserves the right to revise the responsibilities or to require other or different tasks be performed when circumstances change (i.e., emergencies, changes in personnel, workload, rush jobs, or technological developments).

Status: Seasonal Full-time, exempt

Reports to: Summer Program Director

Compensation: The salary for the position is \$3,400.00

Benefits: Unlimited Dance Classes at the Dance Center and room and board during the length of the program.

Application Deadline: Open until filled

To apply, applicants should send their resumes and cover letters describing their qualifications and interest to jobs@linesballet.org. Review of applicants will begin on January 2, 2019. Please reference “AKLB Summer Program Resident Supervisor” in the subject line. Resumes without cover letters will not be considered.

Alonzo King LINES Ballet is an Equal Opportunity Employer.