

**POSITION DESCRIPTION –DIRECTOR OF DANCE
COMMUNITY SCHOOL OF THE ARTS**

Overview

Community School of the Arts (CSA) is a non-profit arts education organization serving children and youth in the visual and performing arts. CSA provides high-quality instruction in music, theatre, dance, and visual art to children and youth of all ages and levels. Our mission is to educate, inspire, and empower students for service and leadership through artistic excellence. This past year, we moved into our new 40,000 sq. ft. facility called the **Center for the Creative Arts** located on our riverfront in Fort Smith. This first-of-a-kind Center in Arkansas will be the “hub” of arts activities for children and youth in Arkansas and Oklahoma reaching a population of some 600,000.

As we continue to build our reputation of excellence in the arts, and continue to develop programs, we are seeking an outstanding leader to serve as the Director of Dance. This individual must have the ability to begin a competitive dance program from its inception. The program should focus on dance styles such as jazz, pop, tap and other styles that the 21st century student can build a career from while at the same time build upon a strong foundation of ballet and classic dance study. This individual must also have extensive experience in musical theatre choreography and will initially be assisting with choreography in our musical theatre program.

The ideal candidate will have experience recruiting and teaching children and teens. In addition, the candidate will have experience working with parents. The candidate will have a background in dance with a wide variety of dance styles and be able to teach those styles. The candidate will possess excellent communication skills and must be able to network with the community and identify students for the program. The candidate will report directly to the Executive Director. This individual will have the opportunity to collaborate with other CSA instructors to further develop the curriculum and summer programs.

Requirements

- A bachelor’s degree in dance, masters preferred
- Three years of teaching experience is preferred
- Team builder, highly organized and possessing excellent customer service/communication skills
- Dynamic and energetic leadership qualities
- Ability to collaborate and involve community partners
- Ability to recruit and mentor students
- Ability to direct and coordinate dance productions
- Ability to work with instructors and students in other arts disciplines

Responsibilities

- Coordinate and collaborate with other dance instructors
- Assist in recruiting instructors
- Assist in developing the curriculum
- Be responsible for parent engagement and recruitment and retention of students
- Prepare students for dance competitions and the industry
- Develop summer programs and camps

Salary

12 Month contract

Competitive, based on experience and qualifications

Benefits

Paid holidays, sick time, and vacation time

Start Date: Summer 2025.

Open until filled

Send vita, unofficial transcripts, and contact info for three references to:

Dr. Rosilee Russell, Executive Director

479-434-2020

Csafortsmith.org

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