

AMERICAN BALLET THEATRE JOB DESCRIPTION

Classification: Counselor, Summer Intensive
Department: Education and Training
Reporting to: Summer Intensive Director
Honorarium: \$250/week
Effective Date: April 2023

The Mission

The mission of American Ballet Theatre is to create, to present, to preserve, and to extend the great repertoire of classical dancing, through exciting performances and educational programming of the highest quality, presented to the widest possible audience.

The Company

American Ballet Theatre is one of the most revered dance companies in the world. The organization is based in New York, with tours that reach 45 countries and 300K people in the United States annually, and with community programs that serve over 40K people annually. American Ballet Theatre represents the apex of performing arts, community, and dance education, with a mission to preserve and expand the worldwide repertoire of ballet by presenting delightful performances, providing the highest quality dance education, and by incorporating programs that augment diversity and inclusion such as the ABT Women's Movement and *Project Plié*.

The Role

The Summer Intensive Counselor will assist the Summer Intensive Director with all aspects of American Ballet Theatre's New York City Summer Intensive Program from June 26 – July 29, 2023 (for dancers ages 12-20) and/or the New York Young Dancer Summer Workshop from July 31 – August 11, 2023 (for dancers ages 9-12). The individual in the Summer Intensive Counselor position will serve as an integral part of the Summer Intensive program by creating a safe and supportive environment for students and acting as a resource to help students thrive in the studios. This position works closely with the Director of Summer Intensives, faculty, students and ABT administrative staff.

Specific Responsibilities

- Working closely with a group of 25 students attending the program to monitor behavior, attendance and general well being of the students.
- Assisting Summer Intensive staff with planning and daily activities of the program such as schedules, faculty changes, rehearsals, studio showings, data entry, daily attendance, health of students, etc.
- Communicating with parents, students, and faculty regarding Summer Intensive schedules, student attendance and final showing information.
- Acting as an on-site chaperone to report any physical or psychological issues or problems that arise with the student body.
- Monitoring dancers' conduct and behavior and reporting any problems or concerns to the Coordinator of Summer Intensives.
- Ensuring dancers are following ABT's COVID-19 safety protocols.
- Chaperoning students on the subway to the ABT Summer Intensive final performance and work closely with Production staff to ensure a smooth dress rehearsal and performance.
- Performing other duties as assigned.

Essential Skills/Qualifications

- Seeking college dance and arts administration students who have completed one year of college or are at least 19 years of age
- Excellent communication skills and a demonstrated ability to work productively with artists
- Ability to manage multiple activities in a pressured environment.
- Knowledge of dance and performing arts.
- Experience interacting with students and parents preferred.
- Due to a high percentage of international students, proficiency in multiple languages is a plus.

Vaccination

American Ballet Theatre is a fully-vaccinated company. Any individual submitting interest should be prepared to show proof of full vaccination at the time of position offered and accepted.

Compensation

Honorarium of \$250 per/week. Counselors may participate in ballet technique classes with their assigned group free of charge when other responsibilities do not interfere. Housing and travel are not provided.

Applications and Inquiries

Applications are due by May 1, 2023. Please complete the online form including uploading a professional resume. No phone calls, please. We apologize in advance that we can only contact those candidates moving forward in the search process.

Equal Opportunity

American Ballet Theatre is an equal opportunity employer and is committed to providing a workplace free from harassment and discrimination. We are committed to recruiting, hiring, training and promoting qualified people of all backgrounds, and make all employment decisions without regard to any protected status.

Disclaimer

The job description above is intended to set forth the general nature of the work that will be expected of the person who takes on this role. The job description is not, however, meant to be construed as an exhaustive list of all the duties and responsibilities required for this role. From time to time, all personnel may be required to perform duties outside their normal responsibilities as needed.