Position Title: High School Fine Arts Dance Teacher
FLSA Classification: Exempt, 100% FTE, 10-month schedule of duties
Reports To: Principal of the Preparatory
Position Purpose: The Fine Arts Dance Teacher teaches dance and choreography to high school students grades 9-12, provides guidance to the school’s dance team, and contributes to school musical performances.

Essential Functions
- Successfully teaches a wide range of dance styles (ballet, jazz, modern, hip hop, urban, etc.) to high school students from beginner to advanced levels.
- Prepares course materials such as syllabi, homework assignments, and student resources.
- Maintains accurate student attendance records, grades, and other required records.
- Evaluates student performances / work and provides meaningful feedback to guide learning / growth.
- Produces and contributes to multiple student performances throughout the school year.
- Recruits students to the dance program (academic classes and extra-curricular dance team).
- Plans, evaluates, and revises curricula, course content, course materials, and methods of instruction.
- Establishes and maintains an effective classroom culture that supports student learning.
- Collaborates with colleagues to develop and renew curriculum and other school programs.
- Contributes actively to build a vibrant faculty/staff learning culture.
- Maintains regularly scheduled office hours in order to advise and assist students.
- Maintains expertise in subject matter and pedagogy through professional development.

Qualifications
- A clear commitment to the educational philosophy of the school as articulated in the Goals and Criteria of Sacred Heart Schools and professional behavior modeled on it.
- BA degree in relevant field and prior experience teaching dance, minimum three years. Prior experience working in an independent/Catholic school environment and a Master’s degree in a relevant field and /or teaching credential in appropriate subject matter are strongly preferred qualities.
- Demonstrated commitment to equity and inclusion.
- Demonstrated ability to teach adolescents with joy and verve.
- Demonstrated ability to integrate innovative technology to support student learning.
- Demonstrated ability to support all learners, including those with a learning difference or identified learning disability.
- Demonstrated passion for dance and choreography and fostering a passion in adolescents to move and create.
- Willingness to adapt to an existing curriculum as well as contribute ideas to enhance the academic program.
- Excellent verbal and written communication skills, as well as outstanding interpersonal skills.

Physical Requirements and Work Environment
- Works in a highly stressful environment dealing with a wide variety of challenges, deadlines and a varied and diverse array of contacts.
- Ability to travel safely and comfortably across a 64-acre campus.
- May work at a desk and computer for extended periods of time.
- Be able to occasionally lift up to 30 lbs.
- Work primarily in a traditional climate controlled classroom environment and intermittently in outside weather conditions, including heat and cold typical to the Mid-Peninsula in the Bay Area.
- Available and willing to attend and work on overnight trips, on occasion.

Employment & Instructions for Applying
SHS offers competitive compensation and health and welfare benefits subject to plan parameters, including paid vacation, medical, dental, vision, Life & LTD, 403(b) retirement plan, lunch during the academic year and more.

To Apply
Please apply via email by sending a cover letter and resume to hr@shschools.org You MUST indicate Dance Teacher 2020-21 in the subject line of the e-mail. Please do not contact the Schools by phone or by unscheduled visit. You may also choose to mail your materials to: Sacred Heart Schools, 150 Valparaiso Avenue, Atherton, CA 94027 Attention Human Resources: Dance Teacher 2020-21