

DANCE THEATRE OF HARLEM
FY 20 BALLET MASTER
JOB DESCRIPTION
Full Time
Status: Exempt

Dance Theatre of Harlem, established since 1969, is a multicultural dance institution with an extraordinary legacy of providing opportunities for creative expression and artistic excellence and, as such, is committed to enriching the lives of young people and adults around the world through the transformative power of the arts. The Dance Theatre of Harlem professional company tours across the globe performing an eclectic repertoire that ranges from classical to contemporary works as well as inspiring with community engagement and arts education activities.

Reporting to the Artistic Director, the Ballet Master's duties include, but are not limited to:

Essential functions

- Tour
 - Teaches some company classes and all warm-ups on tour.
 - Teaches master classes and provides education activity support on tour as needed.
- Company Rehearsal
 - Conducts all company rehearsals.
 - Teaches repertoire to new company members and new casts of existing ballets.
 - Assists choreographers/stagers in the setting of ballets.
 - Facilitates the video recording of works in progress.
 - Notates the timing, music, casts, and counts (if there are counts) of ballets in company repertoire.
 - Works with Artistic Director to make sure all company rehearsals are covered.
- Schedules
 - Works with the Artistic Director to formulate, distribute to all departments, and post daily rehearsal schedule in a timely manner.
- Casting
 - Is a resource for the Artistic Director and/or choreographers/stagers on creating casting.
- Attends dress rehearsals and performances.
 - Takes notes during all performances and Lecture/Demonstrations to ensure the accurate execution of choreography, timing and spacing, as well as disseminates the notes to the dancers, production and wardrobe.
 - Updates Artistic Director on all production and/or wardrobe notes.
- Day-to-Day
 - Has an intimate knowledge of Dancer Agreement.

Required Qualifications

- BA or MA in Arts and dance studies or equivalent experience in professional ballet.
- 7-10 years minimum of combined experience as ballet performer, teacher and/or ballet master.
- Excellent communication verbal and written skills.
- Proficiency in Microsoft Office (Word, Outlook, Excel).
- Ability to positively interact with dancers, colleagues, teachers, donors.
- Ability to see, hear, speak and physically demonstrate dance techniques.
- Eligibility to work in USA.

Terms and Conditions

- Full time
- Compensation: Salary, commensurate with experience and academic credentials, includes fringe benefits.
- Travel: 70%

Dance Theatre of Harlem is an equal opportunity employer.

To Apply:

Send resume and cover letter to: dthsearch@dancetheatreofharlem.org

Mark on subject line: FY20 Ballet Master.