

OPEN POSITION

DATE: August 10, 2017

JOB TITLE: Dance Counselor

DEPARTMENT/ CATEGORY OF EMPLOYMENT: Adult Services/ Temporary

STATUS/ CLASSIFICATION: Exempt or nonexempt employees may bid for the position- it won't change their classification- pay will be adjusted accordingly.

JOB SUMMARY: The Come and Dance Program is a recreational activity for individuals served. We have five (5) events per fiscal year. The successful candidate must be available to attend all events and meet all requirements of the job:

Event Dates:

- September 18, 2017 (First Event)
- October 30, 2017 (Halloween Celebration)
- February 5, 2018 (Valentine's Celebration)
- March 12, 2018 (St Patrick's Celebration)
- April 16, 2018 (Last Event)

Hours:

Staff must arrive at the dance no later than 6:30 pm and work until around 9:00 pm. The event starts at 7:00 pm.

Responsibilities include:

- Provide supervision to consumers and other staff that accompany individuals served;
- Monitor restrooms and all areas for potential safety problems;
- Assist with set up, serve refreshment and clean up after the event;
- Dance with consumers and encourage consumers to dance and enjoy the event;
- Handle injuries, illnesses and/or emergency situations appropriately;
- Perform others duties as required by the nature of the position as requested.

LOCATION: At the location of the activity/ event.

EDUCATION: High School diploma required.

SALARY: As per Agency salary guide.

BENEFITS: This additional role will not change benefit eligibility.

RESPOND BY: August 24, 2017

Please direct all letters of intent to The Human Resources Department.

Fax: 908-595-9034 or bessiee@thearcofsomerset.org

EQUAL OPPORTUNITY EMPLOYER