



Job title	<i>Preschool Arts Instructor</i>
Job Code	<i>ROY</i>
Job Grade	<i>\$17.78-\$26.66/hour</i>
Classification	<i>Part Time</i>
Job Location	<i>Shane Homes YMCA at Rocky Ridge</i>
Reports to	<i>Arts Program Director, Shane Homes YMCA at Rocky Ridge</i>

Job purpose

Under the guidance of the Arts Program Director, the Preschool Arts Instructor will instruct, develop, and facilitate classes for parented and unparented classes in music, movement, singing, dancing and visual art. The ideal candidate will have experience in teaching young children song, dance, movement and visual arts from ages 2 to 5. Classes take place Saturday morning and afternoons and weekday morning and after school at Shane Homes YMCA at Rocky Ridge.

Duties and responsibilities

Duties and Responsibilities include:

- Develop, plan implement, and instruct Preschool classes in music, movement, dance, singing and visual art.
- Learn, develop and build on the current Preschool arts curriculum.
- Assure the health and safety of participants by following health and safety practices and regulations
- Provide a safe, fun, engaging, creative and supportive environment for participants and volunteers
- Exceptional organizational, multi-tasking, problem solving and decision-making skills
- Exceptional verbal, written and interpersonal skills with a focus on customer service
- Strong attention to detail and exceptional follow-through
- Ability to work independently and as part of a team
- Be able to maintain a high level of confidentiality
- Maintain a professional attitude at all times
- Ability to meet assigned deadlines
- Effectively communicates in a variety of settings;
- Work collaboratively with colleagues to ensure best delivery of customer/client experience, consistency in program offerings etc.
- Perform other duties as assigned
- Availability to work Saturday mornings and afternoons
- Ensure the space and its equipment are being treated safely, and appropriately



Qualifications

The ideal candidate would have:

- Associated Degree(s) or diploma(s) in related field (dance, visual arts, early childhood education)
- Previous experience working with children aged 2-5.
- Previous experience teaching/working in with preschool children in song, dance, and visual art.
- Current Standard First Aid and CPR C (YMCA will provide training opportunities for re-certification, as/if needed);
- Meet and maintain any other specific licensing requirements
- Evidence of a cleared police security clearance including a vulnerable sector search;
- Three professional references required.

Working conditions

The Preschool Arts Instructor will be working within a major recreational facility; work will occur primarily within and around the visual art studios and dance/fitness studios, but may also occur within traditional office settings and throughout the department including the visual arts studios, lobbies and occasionally outdoor locations.

Physical requirements

The Preschool Arts Instructor position is a physically active role, which may require moderate lifting (the ability to lift 50 lbs), repetitive movements, and extended periods of standing on cement, bending, dancing, and walking, as well as talking to groups.

Direct reports

The Preschool Arts Instructor will report directly to the Arts Program Director.

Approved by:	
Date approved:	
Reviewed:	