



JOB DESCRIPTION

BAND GRADE SUBGRADE WORKING CONDITIONS

JOB TITLE Danceline Coordinator **CONTRACT REFERENCE** FEA Master Agreement

TITLE OF IMMEDIATE SUPERVISOR Activities Director **VERSION DATE** January 2016

JOB SUMMARY

To oversee and manage all activities of the Fridley Fall Dance line.

TASK NO. FREQUENCY BAND/GRADE

The essential functions of this job may include, but are not limited to, the following fundamental job duties:	
1.	Organize and facilitate meetings and practices.
2.	Organize and supervise all activities related to Fall Danceline.
3.	Oversee the Danc line to ensure all activities run independently from the school budget and fundraising is performed within district and school guidelines.
4.	Create and maintain an atmosphere of inclusion, not only within the Danceline but between other clubs and activities as well.
5.	Work collaboratively with school administration to ensure a positive atmosphere within the Danceline and the school in general.
6.	Be open to new ideas from students, staff, and administration and look for positive ways to respond to the ever-changing climate of Fridley High School.
7.	Provide opportunities for students to improve during summer activities.
8.	Other duties as assigned.

QUALIFICATIONS (Specific training or job experience required before appointment)

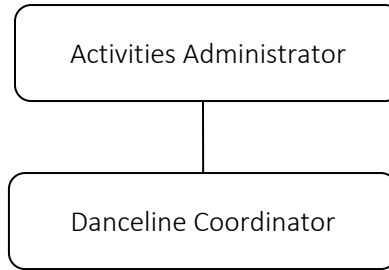
- Background in dance required.
- Coaching experience preferred.

JOB TITLE

Dance line Coordinator

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CONTRACT REFERENCEFEA Master Agreement

ORGANIZATIONAL RELATIONSHIPS

SYMBOLS

DIRECT SUPERVISION

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INDIRECT SUPERVISION

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WORK DIRECTION

ADVISE/INFORM

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PHYSICAL FACTORS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employed is regularly required to talk, hear, climb, balance, stoop, kneel, reach for objects, stand, walk, push, pull, lift, and use hands to grasp and feel. The employed must frequently lift and/or move up to 25 pounds, occasionally being required to lift and/or move up to 40 pounds or more. Specific vision abilities required include close vision, distance vision, and the ability to adjust focus.

NON EXEMPT

Not to exceed 40 hours per week.