



Job Title: Summer Intensive Residential Counsellor

Department: Sarasota Ballet School

Location: New College Florida, Sarasota, FL

Reports To: Residential Director

Start Date: June 25, 2022 (Exact date to be confirmed)

End Date: Saturday July 30, 2022

Position Status: Seasonal

Salary: Stipend of \$400 per week plus room and board

The Sarasota Ballet is looking to find compassionate, experienced and confident individuals to join our team of residential staff for our renowned Summer Intensive program.

About The Sarasota Ballet School Summer Intensive:

The Summer Intensive is a training program for young dancers and aspiring professionals ages 12-22. Over 5 weeks, students participate in a thorough schedule of classes at our 3 locations around Sarasota taught by our esteemed Education faculty. Students who stay in the dorms will experience a supportive environment and build their life skills and independence. The Summer Intensive will have approximately 175 students, with around 100 of those participating in the residential experience. The residential students and staff will be living in one of four different dorms which are all side by side on the New College of Florida campus.

Classes will take place in the three locations from 9:30 am to 4:30 pm Monday through Friday and 9:30 am to 12:30 pm on Saturday's. At the culmination of the five weeks, students will have performances at the FSU Center for the Performing Arts. Throughout the week, in the evening's residence staff will facilitate light activities on or off campus. On weekends, the Residential Supervisor will be responsible for planning on-campus events as well as chaperoning planned activities in the local area.

Residential Counsellors:

Residential Counsellors are responsible for helping to create and maintain a safe, nurturing and inclusive residential environment for adolescents living away from home.

Residential Counsellors shifts will be both day and night. This is a full-time, live-in job and there will not be time for other work or outside commitments. Residential Counsellors will receive two days off per week (not necessarily consecutive). They will work a mixture of day and night shifts throughout the five-week program. Residential Counsellors will live in the residential dormitories with the students in their own individual room.

Main Duties include but are not limited to:

- Carry out and report back on any duties assigned by the Residential Supervisor and Assistant Residential Supervisor
- Be a contact for all parental inquiries and keep good communication with the staff at The Sarasota Ballet
- Report any concerns to Residential Supervisor and Assistant Residential Supervisor in a timely manner
- Assist in any duties required by The Sarasota Ballet during day shifts including being on-site at any of our studio locations
- Assist with processing of student mail and packages
- Interface with Sarasota Ballet Education staff
- Assist in overseeing meals and ensure students are getting adequate nutrition.
- Assist with overseeing organization and implementation of all recreational activities, excursions, and other events at New College of Florida; creating fun and engaging programming for students
- Assist with overseeing dorm check ins and check outs and ensure students are keeping both rooms and common areas in a sanitary, organized manner.
- Keep a keen eye out for signs of stress, homesickness, culture shock, health problems, drug or alcohol abuse, and any other matters affecting student health and safety.
- Monitor and enforce COVID-19 safety protocols as necessary.
- Assist in overseeing and enforcing curfews and bedtimes.
- Ensure a positive, supportive and nurturing environment for all students.
- When necessary, assist with transporting students to doctors' appointments and assist with enforcing weekly COVID testing which will be provided at the dormitories.
- Maintain an understanding of The Sarasota Ballet's policies and emergency procedures.
- Assist with new student orientation weekly to any incoming residents.
- Help with quarantines as needed. (Separate dorm rooms will be assigned for any needed quarantines.)
- Assist and ensure all students are waking up with adequate time, maintaining proper hygiene and maintaining an organized environment in their dorm room.
- Assist in overseeing the packing of lunches for any student requiring assistance or any student who is ill for the day.
- Transport any students that become injured or ill throughout the day back to the dorms.
- Assist with transportation of students to correct locations in the Sarasota Ballet School Vans
- Attend the phone for all summer related emergencies from families of boarding students throughout the program.
- Help out with organization and implementation of all recreational activities, excursions, and other events at New College of Florida and off campus
- Take and monitor daily attendance of students.
- When necessary, assist with transporting students to doctors' appointments and assist with enforcing weekly COVID testing which will be provided at the dormitories.
- Help with quarantines as needed. (Separate dorm rooms will be assigned for any needed quarantines.)
- Maintain an understanding of and follow The Sarasota Ballet policies and emergency procedures.

Qualifications:

Candidates must understand the responsibility of taking on the roles of caregiver and role model while students are away from home. The role is best suited towards individuals with experience and passion for working with groups of children in a supervisory teaching, counseling or residential setting.

Candidates must have at least four weeks of experience in residential life or supervisory role with children.

In addition:

- Ability to represent The Sarasota Ballet in a professional and positive manner
- A commitment to diversity, equity and inclusion
- Conflict resolution skills and the ability to mediate as situations arise
- Ability to display empathy and compassion for students and parents
- Must be able to pass a Level 2 criminal background check
- Must be able to drive and pass a driving background check
- Must be fully vaccinated against Covid-19
- Must be at least 19 years of age at commencement of the program.
- Must be CPR/ First Aid/ AED Certified or complete certification prior to commencement of the program.
- Must be able to legally work in the United States.

Desired Qualifications:

- Ability to speak a second language.

Compensation:

Alongside the weekly stipend, the Residential Supervisor will receive room and board at New College of Florida. Additionally, all admission prices to planned excursions will be covered.

Residential staff are responsible for the costs of transportation to/from Sarasota. The Sarasota Ballet does not provide transportation or cover travel fees.

The Sarasota Ballet is an Equal Opportunity Employer.

Exact start date is to be confirmed. Students move-in on Sunday June 26, 2022. Additionally, meals for residential staff will not begin on campus until Sunday evening June 26, 2022. Staff will be required to move out following the completion of employment Saturday July 30, 2022.

How to Apply:

Please submit your cover letter, resume, along with three professional references to careers@sarasotaballet.org Please include "Assistant Residential Supervisor" in the subject line of your email.

We will be accepting applications until all of the positions have been filled.

No calls please.