



Dance Project of Washington Heights, a non-profit dance program located in Washington Heights, NYC is hiring! DPWH is dedicated to removing barriers to dance education and building community through dance. We are seeking justice-focused, dedicated, enthusiastic team members for the following positions, which are currently remote:

Part-time Program Manager: Seeking someone highly organized and self-motivated for this role, which includes both administrative duties and community interfacing. Will work closely with a diverse team of staff members and share duties with current Program Manager. Must be very comfortable with technology and multiple software programs and be very skilled at communicating with staff, community members, parents and children. Duties will include planning and implementing programs (such as zoom classes, special events, etc), coordinating with faculty and partner organizations, managing data collection and student database, creating and managing social media content, and generally supporting the program in whatever way necessary.

- ❖ Please submit a resume and cover letter to HeatherG@danceprojectwh.org and include references.

Teaching Artists: Seeking teaching artists who specialize in teaching various styles of dance, including but not limited to: Ballet, Hip Hop, Musical Theater, Step, African Dance styles. Seeking teachers who are highly trained and immersed in their styles, who value both strong technique and positive classroom management. We are committed to inclusion, and require teachers who embrace the opportunity to include students of all learning styles and needs. Comfort with teaching on zoom required. Ability to transition to in-person teaching at a future date a plus. Participation in bi-weekly faculty meetings and various trainings required. Looking for a commitment through at least the end of the year, preferably longer.

- ❖ Please submit a resume and cover letter to HeatherG@danceprojectwh.org and include references. If considered in the second round for the position you will be asked to submit a video teaching sample of a virtual class in addition to a hiring questionnaire.

Open to creating a full-time position that combines both the Program Manager and Teaching Artist roles for the right candidate.

All faculty and staff will receive training on trauma-informed teaching practices, anti-racism training, LGBTQ sensitivity training and ongoing opportunities for other professional development.

Fluency in Spanish is a plus for both positions but not required. Residence in Upper Manhattan a plus, but not required, as these are currently remote positions.

See www.danceprojectwh.org for more information about our work.