



Job Title: Hall Monitor

Company: Kansas City Ballet School

Kansas City Ballet School is seeking a friendly and supportive Hall Monitor beginning January 2023. This individual will help maintain order and safety for students at the Todd Bolender Center and demonstrate commitment to an environment that provides high quality dance education.

Major Responsibilities:

- Work with students of all ages, but mostly those between 3 and 11 years-old.
- Greet families as they arrive for class and assist students to their classrooms quietly and on time.
- Help teachers set up before or after class when asked.
- Supervise the students to the restroom, drinking fountain, or dressing room.
- Monitor the noise level and maintain cleanliness of facility to ensure a calm and comfortable environment.
- Communicate professionally and effectively with staff, faculty, students and parents.
- Evaluate situations and notify the appropriate person for resolution.
- Assist with office work as requested by administration.

Qualifications:

- Minimum two years of experience working with children in education or arts.
- Degree in social services or education preferred.
- Knowledge and understanding of children.
- Punctual, dependable, self-motivated and respectful.
- Appreciation and love for dance.
- Support the philosophy and mission of the School and Company.
- Ability to be flexible and attend meetings when requested.
- Physical stamina to stand for periods of time, climb stairs, and move items.
- Non-KCBS parents/guardians preferred.
- Employment is contingent upon acceptable results of background check.

Hours:

Part-time, approximately 14 hours a week when classes are in session; early evenings and Saturdays. May be asked to work additional hours with pay.

Pay:

\$10 per hour

To Apply:

Please send resume and cover letter to school@kcballet.org to the attention of Grace Holmes, School Director. Applications will be accepted until the position is filled. It is highly recommended that applications are submitted as soon as possible.