

Job Title: Summer Intensive Dorm Director

Location: Kansas City Art Institute

Company: Kansas City Ballet

Job Type: Temporary/Seasonal

Job Overview:

The Kansas City Ballet is seeking a dedicated Summer Intensive Dorm Director to provide leadership and supervision for the RA Staff and students participating in the Summer Intensive program. The Dorm Director will live on-site at the Kansas City Art Institute and play a key role in fostering a supportive and safe community environment within the Barbara Marshall Residence Hall and at the Studio Apartments.

Key Responsibilities:

1. Community Building and Student Support:

- Organizing and promoting community building activities in the dorms.
- Serving as the main point of contact for students and families while staying in the dorms.
- Mediating conflict between residents and addressing disciplinary issues when necessary.

2. Supervision and Safety:

- Being on-call during evenings and weekends to respond to emergencies or urgent situations.
- Supervise off-campus activities to ensure student safety.
- Enforce campus policies and implement emergency procedures when necessary.
- Managing and delegating duties for the RA staff.

3. Administrative and Operational Duties:

- Managing administrative duties such as room assignments and key distribution.
- Keeping records and reporting on dorm incidents and student concerns to the SI Coordinator.
- Perform additional administrative duties as directed by the SI Coordinator.

Schedule:

Flexible, with 24 hour oversight

Pay:

\$16.00 per hour

The Dorm Director position is a temporary position during the Kansas City Ballet Summer Intensive time period starting June 9, 2027 and ending August 1, 2027 with some scheduled zoom meetings in the months leading up to the intensive. The position is considered part-time, non-exempt and is eligible for overtime pay exceeding 40 hours per week. The Dorm Director is expected to be available as needed beyond scheduled hours as required and compensated accordingly for these additional hours at time and a half the normal pay rate.

Additionally, this position is required to live at The Kansas City Art Institute. Room and board are provided by Kansas City Ballet at no additional cost. As a benefit of the position, the Dorm Director is invited to participate in the Summer Intensive morning classes as the work schedule and class space availability allows. Any mileage incurred on a personal vehicle for Summer Intensive related activities shall be reimbursed by Kansas City Ballet at the 2027 federal standard mileage rate.

To Apply:

Please send your resume and cover letter to summerintensive@kcballet.org attention Rachel Dugan, Summer Intensive Coordinator. Applications will be accepted until the position is filled. Please include "Summer Intensive Dorm Director" in the subject line.