

SERBIAN CULTURAL SOCIETY FRULA

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JOB POSTING

The job posting below is for the Artistic Coordinator position within our organization. It outlines the various responsibilities, duties, and qualifications of an ideal candidate. If you believe you have what it takes to take on this opportunity, please email us with your resume!

ARTISTIC COORDINATOR

Responsibilities and Duties:

- Provide instructional expertise, prepare lessons and establish group and individual goals throughout the season.
- Communicate and demonstrate methods and procedures to all instructors and act as a mentor and/or role model.
- Provide a safe work/team environment every instructor. Show care for all members through fair and equitable distribution of time and the use of positive reinforcement, constructive criticism, and acknowledgment of achievements.
- Offer challenges that will raise the instructors to the next level.
- Provide appropriate discipline and engage in a respectful relationship between you and your instructors, all while establishing clear expectations for their respective groups.
- Observe and evaluate student work to determine student progress or make suggestions for improvement.
- Accompany instructors to dance recitals, performances and other events when needed.
- Communicate clearly and concisely with instructors and UO about group progress, expectations regarding skill progression, and what each group will be learning each year.
- Work with all instructors to optimize the correct distribution of costumes for their respective groups.
- Aid with conducting costume distribution, returns, and inventory at the end of each year with the Costume Coordinator.

All responsibilities and duties listed above are to be performed and honored at all times

Qualifications:

- Minimum 2 years of traditional Serbian dance experience (folklor).
- Must be familiar with Serbian culture and heritage.
- Strong interpersonal team skills, and leadership skills.
- Excellent verbal and written communication skills.
- Self motivated, driven, and highly organized.
- Flexible and highly adaptive in instructional/teaching style.
- Must be comfortable organizing and managing a team of instructors throughout the year.
- Ability to speak in both English and Serbian is preferred.

Job Description:

- Job Type: Contractor.
- Fixed hourly wage of \$25.00 CAD / hour.
- Position often requires work to be performed outside of Frula's regular Sunday practice times.

If you are interested or have any questions regarding the above job posting please feel free to contact our organization at: skud.frula.info@gmail.com



DIMITRIJE PROTIC
President – Serbian Cultural Society Frula