



Charlotte Ballet's 2023 Summer Intensive Resident Advisor Job Description

The goal of our residential staff is to promote a positive residential life experience for all our Summer Intensive participants. The Residential Advisor's primary focus is to represent Charlotte Ballet on the UNC Charlotte campus and to manage/oversee all aspects of the campus housing experience.

The Resident Advisor will assist in the supervision of the Summer Intensive dancers, as well as provide support to the Residential Director. Charlotte Ballet requires successful candidates to be fully vaccinated. Candidates should be prepared to submit proof of vaccination upon hire.

The Resident Advisor will report to Charlotte Ballet Academy Experience Manager.

Dates of employment: **Thursday, June 22, 2023 – Sunday, July 30, 2023**

Responsibilities:

- Reside on UNC Charlotte's campus June 22 – July 30, 2023
- Participate in training, planning sessions, and on-site preparations June 22 – July 30
- Assist with dorm check-ins on Sunday, June 25; dorm check-out on Sunday, July 30
- Serve as contact for dormitory concerns/emergency situations while dancers are on campus
- Supervise dancers whenever they are on campus (approximately 5 PM – 9 AM, Monday – Saturday and all day Sunday)
- Ensure that all dancers uphold curfew and all other UNC Charlotte/Charlotte Ballet regulations and policies; Report all misconduct to RD
- Assist RD with check-in/check-out process for dancers allowed to leave campus during visitation hours
- Monitor and actively engage dancers during the evening hours
- Coordinate evening/weekend activities at UNC Charlotte in collaboration with RD & Student Chaperones
- Assist the Residential Director with ensuring all Charlotte Ballet regulations and policies; Report all misconduct to Academy Experience Manager
- Report issues such as lost keys, lost access cards, security, cleaning services, meal issues, etc. to RD
- Mediate roommate/group conflicts in collaboration with RD that may arise; Assist dancers with personal/transitional concerns
- Attend/supervise weekly planned excursions (Target, Carowinds, off campus meals, etc.) as needed
- Assist with nightly curfew checks
- Be on-call in case of emergency during hours when dancers are at the Center for Dance studios (approximately 9 AM – 5 PM, Monday – Saturday). The RA may be asked to provide transportation to a student during the day in case of emergency, stay with a dancer on the hall if they are sick/injured, or return back to campus to supervise a sick/injured dancer
- Be on-call and available in case of emergency during overnight hours at UNC Charlotte.
- Participate in weekly meetings with Academy Experience Manager

Qualifications:

- Student conduct experience
- Experience with living and learning communities or residential academic programs
- Up-to-date on COVID-19 vaccinations. Proof of vaccination required.

Preferred Qualifications:

- Knowledge of performing arts; preferably dance
- Experience working with or attending summer intensive programs or camps
- Experience with children ages 12 - 18

Compensation will be \$2575 and housing provided at UNC Charlotte during employment dates. The RA will have one weeknight (Monday – Friday) off per week in rotation with the Resident Director. Residential staff will be on Charlotte Ballet’s payroll and therefore will receive paychecks every two weeks. Breakfasts and Dinners are provided. A parking pass for a vehicle on campus will be at the cost of the RA.

To apply: Send resume and a list of three references to Charlotte Ballet’s Academy Experience Manager, Meghan Cole, at mcole@charlotteballet.org. **Application deadline is Sunday, April 16, 2023 at 11:59 PM.**

Charlotte Ballet is an Equal Opportunity Employer, and as such, we recognize our responsibility to embrace and promote Diversity, Equity, and Inclusion (DEI) throughout all aspects and levels of our organization including: artistic programming, talent recruiting and retention, training, workplace culture, and community engagement.