



Charlotte Ballet Artistic Operations

Job Description – Rehearsal Director

Celebrating 50 years, Charlotte Ballet is seeking a **Rehearsal Director** to help us fulfill the organization's mission of providing artistically excellent programming to diverse audiences of Charlotte, the Southeast region, and while on tour across the nation. The Rehearsal Director will report to the Charlotte Ballet Artistic Director and will support the AD's artistic vision through daily oversight of Company I and Company II dancers. The successful candidate will have significant experience in professional dance and class instruction, while also understanding the nuances of daily class/rehearsal/choreography. The position will serve as support for visiting choreographers as well as a trusted guide for our dancers.

The Rehearsal Director's primary responsibilities are to create weekly schedules based on the Charlotte Ballet Dancer Guidelines and ensure the accountability of dancers to these schedules. The Director will also be expected to teach Company classes as directed by the AD. The position will support visiting choreographers by recording and documenting repertoire and will also support the Charlotte Ballet Academy and Education Departments with performances, as scheduled.

Due to current pandemic circumstances and acknowledging the highest care for our employees, students, patrons, and partners, Charlotte Ballet is requiring any successful candidates to be fully vaccinated against the COVID-19 virus. Candidates should be prepared to submit proof of vaccination upon hire, barring any valid medical or religious exemption from receiving the COVID-19 vaccine.

Job Description

Job Duties and Responsibilities

- Assists visiting choreographers. Record and document all choreography that is in repertoire. Restages and rehearses work in subsequent seasons to maintain the original standard of the production as indicated by the choreographer, répétiteur or AD. Communicate casting and readiness of ballets to AD.
- Teach company class to a standard for both male and female dancers as directed by the AD to maintain technique.
- Attend performances as required providing support to the AD, effective communication around casting and theatre requirements (spacing, etc.) with the Production Department and Wardrobe and daily feedback to the dancers. Consideration for character performance opportunities by mutual consent of the AD and RD. Manage cast changes in an efficient and knowledgeable manner and be able to communicate them effectively and to the entire team
- Responsible for day-to-day scheduling in accordance with the dancer guidelines for companies 1 & 2
- Provide support and documentation to the AD throughout the dancer appraisals and annual meetings
- Support and help coordinate (with the Company Stage Manager) the yearly company auditions
- Be responsible for vetting the online audition process
- Keep track of and submit dancer OT to Director of Artistic Operations weekly
- Attend bi-weekly full staff meetings when available

- Communicate to the Company Stage Manager weekly any guests, changes or updates to the schedule, including Marketing and Development requests for dancers.
- Coordinate with academy staff and directors for productions that include academy or Reach students
- Other duties as required

Education, Qualifications, and Competencies:

- Minimum of 10 years of ballet training and at least 10 years as a professional ballet dancer; performing both classical and contemporary repertoire.
- Clearly communicates a Ballet's style, steps and musicality to dancers in a manner that ensures a faithful recreation of the choreographers' ballet.
- Presents information effectively and clearly to Artistic Director, dancers and staff.
- Actively listens to dancers' and visiting choreographers' concerns and problems, and helps provide appropriate solutions. Follows up to ensure positive outcomes.
- Effectively manages rehearsal to ensure compliance with Dancer Guidelines.
- Expertly and diplomatically manages the casting of ballets and successfully resolves issues surrounding multiple casts, sick or injured dancers.
- Demonstrates diplomacy and tact in all interactions.
- Builds rapport and develops effective, collaborative relations with dancers and visiting choreographers.
- Faces difficult situations with tenacity and continually supports staff and dancers.
- Communicates technical expectations and effectively delivers regular, specific, objective feedback to dancers and others to ensure excellent performances.
- Demonstrates sound management skills, including the ability to manage multiple projects simultaneously and meet deadlines.
- Knowledge of music structure and dance vocabulary and how they function together in choreography.
- Knowledge of all aspects of theater, including lighting, make-up, hair, casting, shoes, props, sets and how these elements work in a total theater experience.
- Knowledge of dance in its many styles - ballet, modern, jazz, tap, ethnic forms.
- Must be able to memorize and retain choreography, counts in music and patterns

FLSA Status/Classification:

The Rehearsal Director will be considered Full-time and Exempt in status.

Compensation & Benefits

- \$60,000 to \$65,000 annual commensurate with experience
- Benefits include: PTO, Sick Time, 403(b) Retirement Plan, Medical/Dental/Vision, Short/Long Term Disability, FSA

Application will be open until position is filled.

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.