

**AileyCamp Director - Cal Performances (4134U) 47607**  
**University of California, Berkeley**

Direct Link: <https://www.AcademicKeys.com/r?job=226150>

Downloaded On: May. 9, 2024 3:24am

Posted Nov. 22, 2023, set to expire Jun. 30, 2024

<b>Job Title</b>	AileyCamp Director - Cal Performances (4134U) 47607
<b>Department</b>	
<b>Institution</b>	University of California, Berkeley Berkeley, California
<b>Date Posted</b>	Nov. 22, 2023
<b>Application Deadline</b>	Open until filled
<b>Position Start Date</b>	Available immediately
<b>Job Categories</b>	Director/Manager
<b>Academic Field(s)</b>	Arts/Museum/Theater
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**Job Description**

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About Berkeley

At the University of California, Berkeley, we are committed to creating a community that fosters equity of experience and opportunity and ensures that students, faculty, and staff of all backgrounds feel safe, welcome, and included. Our culture of openness, freedom, and belonging makes it a special place for students, faculty, and staff.

The University of California, Berkeley, is one of the world's leading institutions of higher education, distinguished by its combination of internationally recognized academic and research excellence; the

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transformative opportunity it provides to a large and diverse student body; its public mission and commitment to equity and social justice; and its roots in the California experience, animated by such values as innovation, questioning the status quo, and respect for the environment and nature. Since its founding in 1868, Berkeley has fueled a perpetual renaissance, generating unparalleled intellectual, economic, and social value in California, the United States, and the world.

We are looking for equity-minded applicants who represent the full diversity of California and who demonstrate a sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds present in our community. When you join the team at Berkeley, you can expect to be part of an inclusive, innovative, and equity-focused community that approaches higher education as a matter of social justice that requires broad collaboration among faculty, staff, students, and community partners. In deciding whether to apply for a position at Berkeley, you are strongly encouraged to consider whether your values align with our [Guiding Values and Principles](#), our [Principles of Community](#), and [our Strategic Plan](#).

At UC Berkeley, we believe that learning is a fundamental part of working, and our goal is for everyone on the Berkeley campus to feel supported and equipped to realize their full potential. We actively support this by providing all of our staff employees with at least 80 hours (10 days) of paid time per year to engage in professional development activities. To find out more about how you can grow your career at UC Berkeley, visit [grow.berkeley.edu](https://grow.berkeley.edu).

### Departmental Overview

Cal Performances presents and produces outstanding artists from the Bay Area, the United States, and around the world in performances and community programs that promote excellence, innovation, diversity, education, and community involvement, with the fundamental belief that the arts are vital to our society locally, nationally, and internationally. Berkeley/Oakland AileyCamp at Cal Performances is a program of the Department of Education, Campus and Community Programs. Cal Performances supports AileyCamp with an array of professional performing arts services, including but not limited to marketing, public relations, facilities including Zellerbach Auditorium, and a full professional technical staff.

AileyCamp is a nationally proven arts education program that uses dance as a vehicle for developing self-esteem, creative expression, and critical thinking skills among 6th, 7th, and 8th-grade students (aged 11-14) who are at risk of dropping out of school. AileyCamp also provides exceptional dance training to middle school students from lower socioeconomic backgrounds. The project was inspired by the work of the late Alvin Ailey, an internationally renowned dance artist, choreographer, and founder

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of Alvin Ailey American Dance Theatre.

The Director of AileyCamp directs and promotes a tuition-free, six-week summer camp for at-risk youth with a focus on joyful and rigorous dance practice and social-emotional learning. As an experienced arts educator and professional dancer, the Director is responsible for the overall artistic content and works closely with the Associate Director on the day-to-day operations of AileyCamp. The Director provides leadership in the areas of recruitment, artistic and curricular content, performance, staff training and supervision, administration, and community outreach, and participates in fundraising efforts and communications advancement.

#### Responsibilities

Duties include but are not limited to: Artistic & Instructional:

Plan, organize, and implement AileyCamp programs. This includes staff orientation, camp classes, the performance, guest artists, and field trips.

Conceive, structure, and implement the overall artistic content of AileyCamp. Design and incorporate performance elements, produce final camp performance and camp video.

Promote a safe, supportive, harmonious, and enjoyable camp environment that adopts best practices in arts education.

Create staff orientation with Guidance Counselor and Associate Director that fosters developmentally appropriate student-centered, culturally responsive, creative instruction.

#### **General Administration:**

In collaboration with the Associate Director, supervise employee performance, career development, and adherence to job standards. Select, train, and supervise staff and volunteers.

With the Associate Director, supervise instructional content and camp management, and work in alignment with Cal Performances' Manager, Education and Community Programs, AileyCamp staff, and the National Director of AileyCamp to establish goals for a successful program.

Supervise inventory, storage, budget, and maintenance of AileyCamp equipment.

Ensure compliance with the assigned budget and make budget recommendations to the Manager, Education, and Community Programs for assigned activities/programs.

Participate in the development, management, and implementation of the program budget for AileyCamp. Keeping within budget constraints, coordinate all aspects of AileyCamp relating to the physical set-up of the campsite (i.e., number and type of rooms required, procurement of equipment, and supplies), and assist with contracts for venue rentals, transportation, dining services, and electronic record systems as necessary.

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Schedule use of facilities for AileyCamp programs and work with Cal Performances and/or venue rental staff to coordinate and communicate venue use for scheduled activities.

Create monthly, weekly, and daily camp and class schedules.

Oversee coordination of AileyCamp, from programming to staff hiring and camper participation.

Implement program policies and procedures.

Conceive, organize, and implement two AileyCamp reunions as a follow-up to the summer camp experience, generally one field trip and one masterclass/field trip, within 12 months of the end of camp.

Lead groups of participants in a variety of social, cultural, recreational, and physical activities (including classes for parents and campus groups.)

Maintain databases, files, and records, and prepare reports as necessary.

Report safety issues to appropriate personnel and recommend improvements.

Complete and supervise staff completion of mandatory campus-required training, including CPR and First Aid training, and a working with minors course.

**Community Outreach:**

Assist with appropriate public relations, promotional, and donor programs. Serves as the key spokesperson for AileyCamp.

Represent the University and Cal Performances to increase AileyCamp visibility in the community.

Present on AileyCamp at local middle and high schools, and work with district coordinators, school administrators, and counselors to identify prospective student participants with a special focus on at-risk youth for AileyCamp.

Recruit, build relationships, train, and liaison with AileyCamp volunteers and supporters.

Partner with school districts, education programs, campus programs, and community organizations on cooperative initiatives for the mutual benefit of all parties.

**Required Qualifications**

Has knowledge of the AileyCamp program and performing arts and arts education best practices.

Demonstrated experience teaching and performing both dance and choreography with large and small ensembles. Excellent teaching skills and demonstrated ability to teach both adults and school-age children. Ability to communicate ideas through demonstration and verbal explanations to achieve a high standard of performance.

Supervisory experience

Excellent leadership and managerial skills, supportive, approachable, and adaptable, with an ability to guide and motivate a team and to command respect and inspire achievement while working effectively with young people. Superior communication skills, both verbal and written. Ability to capably serve as a

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liaison between AileyCamp and University Administrators to articulate the needs and concerns of each to the other.

Excellent interpersonal skills to relate well to diverse persons and agencies.

Strong service orientation, program management, and entrepreneurial abilities. Employs sound judgment, and uses critical thinking, decision-making, and creative problem-solving skills. Develops original ideas and displays emotional intelligence within a varied and challenging environment.

Must be able to work effectively across all organization levels, internally and externally.

Excellent organizational and time management skills

Demonstrated ability to work under pressure and manage multiple tasks with competing deadlines in a self-directed, prioritized, and calm manner.

Solid computer and software program skills (Word, Excel, InDesign, Powerpoint, etc.)

Knowledge of campus policies and procedures.

Knowledge of youth safety practices and trauma-informed instruction. Trained as a mandated reporter.

Knowledge and experience in budget development and control.

Knowledge and experience in principles of fundraising.

Performance touring knowledge and experience

Must be able to successfully pass FBI and DOJ Criminal Check.

Bachelor's degree or higher, or equivalent experience/training.

Red Cross CPR required. Standard First Aid Training Certification is required.

Former AileyCamp faculty or staff member preferred.

Prior experience with the Alvin Ailey American Dance Theatre is a plus.

### Salary & Benefits

For information on the comprehensive benefits package offered by the University, please visit this [UCOP link](#).

Under California law, the University of California, Berkeley is required to provide a reasonable estimate of the compensation range for this role and should not offer a salary outside of the range posted in this job announcement. This range takes into account the wide range of factors that are considered in making compensation decisions including but not limited to experience, skills, knowledge, abilities, education, licensure and certifications, analysis of internal equity, and other business and organizational needs. It is not typical for an individual to be offered a salary at or near the top of the range for a position. Salary offers are determined based on the final candidate's qualifications and experience.

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The budgeted salary or hourly range that the University reasonably expects to pay for this position is \$1200 a week if working full time.

This is a contract-exempt position, and the term of employment is from January 2024 to August 2024.

### Conviction History Background

This is a designated position requiring fingerprinting and a background check due to the nature of the job responsibilities. Berkeley does hire people with conviction histories and reviews information received in the context of the job responsibilities. The University reserves the right to make employment contingent upon successful completion of the background check.

### Mandated Reporter

This position has been identified as a Mandated Reporter required to report the observed or suspected abuse or neglect of children, dependent adults, or elders to designated law enforcement or social service agencies. We reserve the right to make employment contingent upon completion of signed statements acknowledging the responsibilities of a Mandated Reporter.

### Equal Employment Opportunity

The University of California is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or protected veteran status. For more information about your rights as an applicant see the [EEOC poster](#).

For the complete University of California nondiscrimination and affirmative action policy see the [UC policy](#).

### To apply, visit

[https://careerspub.universityofcalifornia.edu/psp/ucb/EMPLOYEE/HRMS/c/HRS\\_HRAM.HRS\\_APP\\_SCH](https://careerspub.universityofcalifornia.edu/psp/ucb/EMPLOYEE/HRMS/c/HRS_HRAM.HRS_APP_SCH)

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**Contact Information**

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

**Contact**

N/A

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