



## **STUDENT ASSISTANT PROGRAM**

This program is designed to allow students a chance to grow in both their dancing and leadership. Students selected for this program will assist the instructor by ensuring class is run in a welcoming, positive, and effective way.

### **REQUIREMENTS TO APPLY**

- Age 10+
- Enrolled and attending 2+ hours of classes per week during the regular season (September - June recital)
  - Assistants must be proficient and enrolled in the styles they are assisting in
    - Example: assisting with 4 year old ballet/tap, then the assistant is required to take their age appropriate ballet and tap classes
- Must be a student of Studio Bea Dance for 1+ years

### **BENEFITS OF STUDENT ASSISTANT PROGRAM**

- Life skills
- Leadership skills
- Working with others
- Following directions
- Ability to adapt to situations
- Continued dance training
- Additional experience in the classroom

### **COMPENSATION**

- There is no monetary compensation for the role of Student Assistant. This position is for dancers looking to gain experience in the classroom, add additional dancing/tumbling to their schedules, and to build their skill set in both dance and life.
- Student Assistants will receive a complementary shirt.



## DESCRIPTION OF DUTIES

### BEFORE CLASS

- Arrive 10 minutes before class starts
  - Dressed and ready with proper shoes for class, hair secured away from the face and appropriate dance class attire.
- Assist students on entering the classroom
  - Line dancers up at the door, enter and sit in circle or on spots, assist dancers who are having trouble separating from parents, assist students with their shoes if needed

### DURING CLASS

- Demonstrate all stretches and skills in a correct and appropriate manner
- Assist students who may be struggling with steps or having difficulty focusing in class
- Walk dancers to the restroom and wait in hall to escort them back to class
- Assist with handling props and classroom clean up
- Any other duties the instructor may ask

### AFTER CLASS

- Assist students in exiting the class and finding their grown ups
- Assist with any classroom clean up
- Check restrooms for restocking toilet paper and paper towels if needed
- Ensure students are waiting in the building for their ride
- Wait 5 minutes after class or until all students are picked up, whichever comes first

### DRESS CODE

- Form fitting dancewear
- Hair secured away from face in a clean and professional manner
- Appropriate shoes for each class
- No baggy t-shirts or pants

### ANNUAL REVIEW

- Assistants will receive evaluations twice a year
  - Once in December and once in May
- Assistants who receive a below average evaluation may be removed from the assistant program for the remainder of the season

## DESCRIPTION OF DUTIES



## **RECITAL & EXTRA REHEARSALS**

- Assistants may be required to attend and assist with their classes during in studio rehearsals and stage rehearsals
  - Details will be released when those schedules become available
- Assistants may be asked to perform on stage at recital with their classes if needed
  - If required on stage at recital a costume or dress code may be required and the assistant is responsible for purchasing the required outfit
- Assistants may be required to attend any make-up classes being held for the classes they are assisting

## **REASONS FOR DISMISSAL**

- Assistants must be role models both in and out of the studio. Any behavior that is not seen as appropriate may be reason for dismissal from the student assistant program.
- Assistants who have 2 or more unexcused absences from their regular weekly classes may be reason for dismissal from the student assistant program.
- Assistants who have 2 or more unexcused absences from their assistant classes may be reason for dismissal from the student assistant program.
- Assistants who are routinely tardy may be dismissed from the student assistant program.
- Assistants who routinely do not follow dress code, including clothing, hair, and shoes, may be dismissed from the student assistant program.
- Assistants who do not show proficiency in the skills required to assist with classes may be dismissed from the student assistant program.

## **OTHER INFORMATION**

- Assistants must attend the required Student Assistant Training held prior to the start of the season.
  - August 27, 2023 – 4:00 PM to 5:00 PM
  - Dancers not in attendance must receive written approval from studio staff
- Assistants must reapply each year to be considered for the role of Student Assistant.
- Assistants may have additional opportunities throughout the year to help with special events.
- Applications are due in either electronic or hard copy to the studio office by the end of the day August 1, 2023.



**STUDENT ASSISTANT APPLICATION**

**NAME:** \_\_\_\_\_ **DOB:** \_\_\_\_\_

**GRADE IN SCHOOL(2023-2024):** \_\_\_\_\_

**CONTACT EMAIL:** \_\_\_\_\_

**T-SHIRT SIZE:**      Youth Small                  Youth Medium                  Youth Large  
                         Adult Small                  Adult Medium                  Adult Large                  Adult XL

**List any activities you are involved in outside of the studio that may limit your availability to assist with classes.**

**List any days or times that you are not available to assist.**

**What age groups do you feel comfortable assisting?**

**Ages 3-4      Ages 5-8      Ages 9-12      Ages 13+**

**What classes will you be taking during the 2023-2024 dance & tumble season?**

**Why do you want to be a Student Assistant at Studio Bea?**