



# American Dance Training Camp

The **ULTIMATE** Overnight Dance Camp!

[www.AmericanDanceTrainingCamp.com](http://www.AmericanDanceTrainingCamp.com)

Phone/Fax: (866) 383-ADTC Email: [ADTC@ASDance.com](mailto:ADTC@ASDance.com)

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## Junior Instructor-Counselor (JIC) Job Description

### About ADTC

American Dance Training Camp (ADTC) is a sleep-away dance camp, focused on hip-hop, jazz, lyrical, musical theatre and ballet for 8-17-year-old girls. ADTC has two great locations: Stratton Mountain, VT and Squaw Valley, CA. Our east coast home is the Stratton Mountain School in the picturesque Green Mountains of Southern Vermont. West coast campers stay at the Squaw Valley Academy nestled in a valley at the edge of Lake Tahoe. Both schools are fully-accredited and minutes from renowned mountain destination resorts. Each week-long session incorporates dance training with traditional summer camp activities like arts & crafts, swimming, hiking, horseback riding, canoeing / kayaking, organized team sports and several field trips.

For more general information about ADTC, visit [www.AmericanDanceTrainingCamp.com](http://www.AmericanDanceTrainingCamp.com)

### ADTC Mission

At ADTC, we combine high-level dance instruction with a unique and memorable summer camp experience. Our main goal is to further the development of each camper as a dancer and a person. Our outstanding dance program and wide variety of recreational activities allow campers to stay fit, build lasting friendships and gain self confidence through their accomplishments both inside and outside of the dance environment.

### 2006 Summer Schedule

#### **ADTC East – Stratton Mountain, VT**

Session 1: June 25 – July 1

Session 2: July 2 – July 8

Session 3: July 9 – July 15

Session 4: August 6 – August 12

Session 5: August 13 – August 19

#### **ADTC West – Squaw Valley, CA**

Session 1: July 16 – July 22

Session 2: July 23 – July 29

Session 3: July 30 – August 5

### JIC Responsibilities: Dance Class

During each session, ADTC's JICs assist the Instructor-Counselors in teaching 3-5 dance classes a day (Monday-Friday), totaling approximately 4-5 hours of daily dance instruction. ICs must be able to assist the Instructor in each aspect of running a dance class: warm-ups, across-the-floor work, conditioning, combinations, etc., as well as help teach an original 2-3-minute performance piece to each student group. Dance classes are organized by age and overall ability level across disciplines. Once placed, campers remain within the same group for all dance classes that session. We expect to keep dance classes to no more than 14 students per class. Each class meets daily, but times and locations vary day-to-day.

To determine ability, a "dance screening" takes place each Sunday night (the first night of each session week), during which each JIC will assist the IC in teaching small groups of campers a short combination and give each camper a score. All JICs will participate in the dance screening and are expected to help make it as non-competitive and encouraging for each camper as possible.

The core dance techniques offered at ADTC are jazz, hip-hop, and theatre dance (theatre dance also incorporates basic ballet). Other techniques offered can include lyrical, modern jazz, funk, latin jazz, etc.

JICs are assigned to assistant teach in one dance technique for the duration of each session, assisting the Instructor-Counselor teach each class and all levels of that discipline. JICs should also expect to choreograph and teach an elective dance class for campers to perform in the Friday Night Show. The elective class/es offered during each session depends on the specialties of that week's JICs. The daily dance schedule for each session - including which JICs will teach which disciplines, and where and when each class will be held each day - will be finalized at the mandatory staff meeting, which will be held the Saturday night before each session.

### **JIC Responsibilities: Around Camp**

When not teaching dance classes, JICs will help out around the camp as camp counselors. JICs will work in ADTC's Canteen (camp store), arts & crafts room and computer lab. JICs will also be the assigned counselors in hallways of younger campers. This means helping campers with social conflicts, homesickness, personal problems, etc. JICs will also help with any and all facets of our day and evening activities, both camper-mandatory and camper-optional, as assigned by the Director. Examples of activities include "American Dance Idol" night, camp fire night, horseback riding, Bromley Thrill Zone field trip, dance "office hours," swimming, hiking, arts & crafts, canoeing, soccer games and many other activities / events. The activities schedule for each session - including which JICs will be assigned to help with each activity &/or field trip - will be finalized at the mandatory all-staff meeting, held the Saturday evening before each session's Sunday check-in.

Separately from both dance classes and the activities schedules, each week each JIC will be assigned as the leader of a "team" of campers. Each JIC will be responsible for helping to inspire and lead his/her team through team activities and competitions during each session. Team assignments will be communicated at the mandatory Saturday all-staff meeting before each session, and more about the process also will be explained at that time.

Socializing with campers during mealtime, free time and around camp is strongly encouraged. The fundamental expectation is that ADTC staff will participate in the camp experience as a whole by being accessible, responsible, positive role models for the campers throughout all facets of each camp session.

### **JIC Responsibilities: Staff Training**

The dates for mandatory staff training are Wednesday, June 21 – Saturday, June 24, 2006 at the Stratton Mountain School in Vermont. **ALL JICs MUST ATTEND**, even if not teaching the first week of camp in Stratton. If hired, more information and confirmation of dates will be mailed to you.

### **JIC Qualifications:**

Must be 18 or older

Must be a talented and experienced dancer capable of assisting and teaching dance classes (warm-ups, across-the-floor work, and routines to perform at the Friday Night Student Showcase)

Must be a mature, responsible, fun-loving individual

Must love kids and love being a positive role-model

Must love teaching and sharing your passion for dance

Must be ready to help make ADTC a great summer experience for everybody, including yourself!

Must be certified in first aid and CPR (ADTC will provide and pay for certification at staff training)

### **JIC Compensation:**

- **\$500/week** for returning ADTC JICs working all 8 sessions in BOTH locations (plus full room & board)
- **\$475/week** for returning ADTC JICs working at least two consecutive sessions (plus full room & board)
- **\$450/week** for returning ADTC JICs working one session (plus full room & board)
- **\$425/week** for all first-year JICs (But opportunity to attend camp FREE, plus full room & board)

### **Camp Staff Policies:**

All JICs are responsible to the Camp Director and must abide by the rules set down for the benefit of all. If s/he is not complying with the rules, s/he will be sent home without compensation. ADTC camp policies are:

- Respect the camp, the SMS facility, all ADTC campers and fellow staff members
- ADTC is a positive place – teasing, making fun, demeaning, or putting down of others is not accepted
- Rudeness and profanity are not tolerated
- Tobacco products, alcohol, drugs, or weapons are not allowed at ADTC
- Dorm rooms are to be cleaned and beds made by staff daily before the first dance class
- Staff members are never allowed to leave the camp area without asking the Director for permission
- Campers will be held responsible for any intentional property damage
- Staff members need to be in their assigned hallway for 10:00pm curfew and make sure all campers in their hallway are accounted for
- 10:45pm SHARP – Make sure all lights are out in camper's dorm rooms

### **The ADTC Tradition**

ADTC strives to provide a camp environment based on safety, dancing excellence, high-quality facilities and professionalism. This tradition of excellence can only continue with the help of dedicated, mature, enthusiastic staff. We depend on each JIC to uphold the ADTC tradition of excellence - every day of every camp session.

Should a JIC be found to be under-performing to the expectations of the Camp Director, the JIC will be given an official warning. If the JIC continues to under-perform after the one warning has been given, ADTC reserves the right to dismiss the JIC immediately, at any time during the session, without compensation for that session.

### **ADTC 2006 Staffing Needs**

At minimum, we will need three JICs staffing each camp session. Beyond this, our needs will be dependent on the number of registered campers in each session. We intend to maintain a counselor-camper ratio of 1:7. As registrations continue to come in daily through the first day of camp and beyond, it is impossible for us to know definitively how many JICs per session we will need. Once the three JICs per session are hired, ADTC can only promise to extend firm job offers to the remaining willing and available applicants on a rolling basis, as soon as a session's enrollment warrants additional hires.

### **Counselor-In-Training Agreement**

I understand the expectations of the Counselor-In-Training position as outlined in the Junior Instructor-Counselor (JIC) job description. My signature below indicates that, if hired to work at American Dance Training Camp (ADTC) as a JIC, I will strive to not only meet but exceed the expectations set forth for the JIC position. I understand that if I consistently do not meet the expectations of the ADTC Director, I may be dismissed from camp immediately and without pay at any time during any session. I certify that I am fully capable of assisting dance classes of all levels (beginner – advanced) in the following dance disciplines:

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I understand that my employment at ADTC is dependent upon enrollment. My signature below indicates I am willing and able to be hired by ADTC at any time when enrollment in the following sessions might warrant my hiring: *(indicate sessions you are available)*

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I understand that, if extended a job offer by ADTC for a specific session/s and I accept, I will be agreeing to forego all other job leads or potentially conflicting activities I may have been pursuing, including any performance opportunities. I further understand that, due to circumstances such as low enrollment or other factors, ADTC may not hire me at all. I have read, understand, and by my signature consent to these statements.

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_