

STUDY HALL SUPERVISOR

Ready to make your mark in the Arts?

Established in 1959, Canada's National Ballet School (NBS) is one of the world's foremost training institutions for aspiring young dancers and teachers. Attracting students from across the country and around the world, NBS is the only ballet academy in North America to provide elite dance training, academic instruction and residential care on the same campus. The School's progressive curriculum, with its emphasis on the physical and emotional well-being of the student, has put NBS at the forefront of dance training internationally.

Making dance relevant to all persons through its philosophy of 'sharing dance' sees NBS engaging a diverse mix of participants, from school children to people living with Parkinson's Disease, in both on and off-site classes.

Canada's National Ballet School is currently accepting applications for the **Contract Part-time** position of **STUDY HALL SUPERVISOR**. Reporting to the Academic Principal, the Study Hall Supervisor will supervise a group of Grade 10 - 12 students (maximum group size is 16) as they work independently in an academic space at Canada's National Ballet School on the courses that they will be studying online with their subject specific teacher. The group may be a mix of students in a maximum of two (2) of the grades mentioned above.

Schedule: Monday – Friday, 8:15 a.m. – 12:45 p.m.

Major Duties and Responsibilities:

The Study Hall Supervisor will ensure students:

- Follow safety protocols to get to class and to leave class to enter main building;
- Stay on task (i.e. not playing video games, etc.)
- Maintain their social distance in the classroom
- Wear their masks
- Follow hand hygiene protocols
- Follow washroom protocols
- Provide subject support where possible
- Support appropriate social interaction
- Attend to social and emotional needs with support from administration
- Performs other departmental duties as required.

Qualifications/Skills/Experience:

- Post-secondary education in Youth Work, Education or a related field;
- Strength in mathematics and science would be a strong asset;
- Previous experience in an administrative or related position in an academic setting;
- Strong knowledge of MS Office (Outlook, Word, and Excel) and internet;
- Familiarity with Smart Board Technology and online educational resources would be an asset;
- Excellent communication skills;
- Good organizational skills and ability to work collaboratively;
- Demonstrated analytical and problem solving skills;
- Ability to set priorities, meet deadlines and handle a high volume of work.

Successful candidates must supply Canada's National Ballet School with a Police Reference Check in accordance with the School's Child Abuse/Sexual Abuse Prevention Policy; this will be co-ordinated through NBS HR.

Anti-Oppression/Anti-Racism at NBS: NBS is committed to having a workforce that is reflective of the diversity of the City of Toronto and strongly encourages application from all qualified individuals, especially those who can provide different perspectives and contribute to a further diversification of ideas.

Qualified applicants should email applications, *including resume and cover letter*, to careers@nbs-enb.ca and include **"Study Hall Supervisor - 2020"** in the subject line of your email **by September 6, 2020***.

*** Consideration of applications will begin immediately and continue until the position is filled.**

Canada's National Ballet School is located at 400 Jarvis St., Toronto, Ontario M4Y 2G6.
Please visit www.nbs-enb.ca for more information.

NBS is committed to providing accessible employment practices, in compliance with the AODA. Requests for accommodation can be made at any stage of the recruitment process, applicants are asked to make their needs/requirements known.

NBS thanks all candidates for their interest; however, only those selected for interviews will be contacted.