

## **DIRECTOR OF CARDETTES**

### **GENERAL STATEMENT:**

Responsible for the overall leadership of the Cardette Dance Team

### **REPORTS TO:**

Vice President of Student Services

### **OCCUPATIONAL GROUP:**

Faculty

**FLSA:** Exempt

### **QUALIFICATIONS FOR APPOINTMENT:**

#### **EDUCATION:**

Associate degree.

#### **LICENSE OR CERTIFICATION:**

None

#### **EXPERIENCE:**

Proven ability to recruit and direct dance team students.

#### **OTHER:**

Ability to demonstrate proper drill team techniques. Ability to instruct students in execution of dance steps and body movements.

### **DUTIES AND RESPONSIBILITIES:**

- Direct the Cardette dance team at football games, basketball games, parades, special College events, special community events, and spring variety show.
- Solicit opportunities for performances at nationally televised events throughout the country and abroad.
- Assist in making travel arrangements.
- Recruit potential Cardettes.
- Conduct tryout sessions and select new members.
- Other duties as assigned by vice president of student services or other appropriate supervisory personnel.

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**PHYSICAL REQUIREMENTS:**

- Must be able to adequately demonstrate drill team techniques and instruct students in execution of dance steps and body movements.
- Some night and weekend work required (e.g. football and basketball games, parades, special events).
- Some outdoor rehearsals required in summer and fall.

*The above job description has been reviewed with the employee and specific duties and responsibilities were explained. It was also explained that all questions concerning duties, responsibilities, working conditions, hours, etc., should be directed to the immediate supervisor.*

\_\_\_\_\_  
*Employee's Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Supervisor's Signature*

\_\_\_\_\_  
*Date*

*Approved: 10/11/95*

*Revised: 09/26/97*

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