

Staff Act

As the University of Alberta Dance club has expanded to the point where it is no longer feasible to expect or depend on volunteers to carry out all the club's functions, employees will be hired in accordance with the constitution. These employees will be styled the Dance Professional(s) and the Operations Manager.

1. Dance Professional(s)

1.1 Duties

- 1.1.1 Selection of Teaching Assistants (TAs)
- 1.1.2 Selection of Class Instructors in conjunction with the Instruction Board
- 1.1.3 Train the TA corps
- 1.1.4 Prepare a syllabus for each dance class in accordance with the Curriculum Act.
- 1.1.5 Provide direction and training for performances within the parameters set by the Performance Act.
- 1.1.6 Provide the Executive Council with choices of instructors for workshops and the Dance Camp.
- 1.1.7 Assist at workshops
- 1.1.8 Decide what dances will be taught during workshops within the parameters set by the Workshop Act.
- 1.1.9 Provide midterm evaluations, in both terms, for both Teaching Assistants and Instructors
- 1.1.10 Sit on the Instruction Board in the capacity of Vice-Chair
- 1.1.11 Purchase dance music on behalf of the UADC at the discretion of the Treasurer
- 1.1.12 Perform such other duties as mutually agreed upon by the Dance Professional(s) and the Executive
- 1.1.13 Teach UADC classes as outlined in the Dance Professional(s) Contract.

1.2 Hours

- 1.2.1 The Dance Professional(s) will be retained on a salary basis.

1.3 Compensation

- 1.3.1 The Dance Professional(s) will be compensated as outlined in the contract between the Dance Professional(s) and the UADC.

1.4 Hiring Limitation

- 1.4.1 The Dance Professional(s) shall not be a Club Member under any class of membership.

2. Evaluations

- 2.1 The UADC Executive Council will conduct an annual employee evaluation prior to March 1.