

Attachment B



HEART LEADER JOB DESCRIPTION

HEART LEADER (DANCE TEACHER)

At Future Gems, we're more than just a dance studio—we're a community that fosters creativity, connection, and confidence. Our mission is to celebrate every child's unique sparkle, giving them the confidence to shine both on and off the dance floor.

We are dedicated to creating exceptional experiences and lifelong memories through dance, and so it is important to us that our heart leaders also share our passion for people, connection, and positive energy.

Role: Heart Leader (Senior Dance Teacher)

Location: Hornsby & Wahroonga based studios

Start Date: 18th January 2025 (Open Day)

Employment Type: Casual Employee

As a Heart Leader, your mission is to inspire, nurture, and empower every student to reach their full potential in dance and in life. You will deliver engaging and high-quality dance and/or acrobatics instruction while creating a positive, supportive environment where each child feels valued and encouraged. Your role is essential in shaping transformative learning experiences and fostering deep connections within our studio community.



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THE INTENTIONS OF YOUR ROLE IS TO:

Create Transformative Learning Experiences: Your primary focus is to deliver fun, engaging classes that help students grow both in their dance technique and as individuals. You create an environment where children build confidence, creativity, and resilience, while feeling valued and supported as they become the best version of themselves, both on and off the dance floor.

Build Deep Connections: Cultivate meaningful, genuine relationships with students, their families, and fellow team members. You ensure that each child feels celebrated for their individuality and encourage open communication with parents. You understand that by nurturing these connections, you strengthen the community and allow children to truly thrive.

Thrive in Collaboration and Team Growth: As a Heart Leader, you are deeply invested in both our community and your personal development. You embrace collaboration, actively participating in team trainings and contributing to the shared success of our studio. You continually seek to elevate yourself—professionally and personally—by honing your skills, adopting a growth mindset, and embracing opportunities for learning and self-improvement. Your commitment to teamwork and your own evolution inspires those around you, and you take pride in contributing to a thriving, supportive environment.

SPECIFICALLY YOU WILL:

- Deliver weekly dance and/or Acrobatics classes in a range of genres and age groups; that are exciting, imaginative, and enjoyable for students of all abilities.
- Plan and execute well-structured classes, managing time effectively and adapting to any changes smoothly.

- Incorporate our studio's curriculum guidelines as well as utilise your own extensive knowledge and expertise to create versatile lesson plans
- Demonstrate visible progress in students' dance skills and personal development, highlighting their achievements and building their confidence.
- Establish strong, caring connections with students, parents, and staff, enhancing communication and community within the studio.
- Make every student feel special and valued, celebrating their uniqueness and promoting a non-competitive, supportive environment.
- Actively seek and apply feedback to enhance teaching methods and personal growth, showing a commitment to ongoing professional development.
- Actively engage in quarterly in-person training sessions (and 1:1 thrive sessions each term) and maintain clear, effective communication with team members and the studio director to ensure cohesive collaboration
- Participate in studio events, concerts, and community activities, demonstrating dedication to the broader studio experience and culture.
- Reflect and instill the studio's core values—confidence, compassion, creativity, and courage—into daily interactions and teaching practices.
- Deliver exceptional, heartfelt service to students and families, creating memorable experiences and exceeding expectations.
- Show flexibility and creativity in responding to classroom challenges and changes, ensuring a dynamic and responsive teaching approach.
- Effectively prepare students for our Midyear and End of Year Concerts and will be responsible for choreography, song choices and planning of lessons

ABOUT YOU... YOU ARE:

- Kind, caring and welcoming at heart and have a genuine love for teaching and children
- Organised and efficient when it comes to planning your classes and you know that by preparing well, you are able to confidently execute your classes in a fun, exciting and engaging manner

- You love making every child feel special and valued and love nothing more than seeing your students flourish with confidence
- You have a good knowledge of childhood development or are willing to learn
- Ability to create positive and caring connections with students, parents and staff and believe in providing WOW factor service, each and every time
- You have a growth mindset and are always looking to improve and become the best version of yourself both personally and as a teacher. You welcome feedback and are humble in your approach
- You have a vivid imagination and aren't afraid of getting silly and playful in your classes. You are an energiser and have the ability to bring excitement and enthusiasm to every single class, regardless of what is happening outside of the studio
- You have the ability to progress your students and inspire them to thrive, without comprising a fun and non-competitive learning environment
- You are a fast thinker and can easily adapt to challenges and changes within the studio and class. You have a 'can-do' attitude and are able to communicate with all members of the studio calmly, politely, with professionalism and in a timely manner

THE ESSENTIALS

- A genuine love for teaching and children is necessary to apply for this role - we are not seeking performers who are looking for teaching work in between gigs!
- 3yrs+ experience in senior dance teaching role
- Dance teaching qualification is preferred but not necessary
- Own car/transport or live locally
- Excellent communication skills and ability to utilise communication tools such as WhatsApp and Trello
- Current First Aid Certificate / Working With Children Check (or willing to get one)
- Yearlong commitment with potential for future growth within our company

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WORKING WITH US, YOU WILL....

- **Feel Valued and Supported:** Be an integral part of our studio family, where your contributions are appreciated and you receive support and recognition in your role (curriculum guidelines, teacher resources and full training is provided)
- **Engage in Ongoing Training & Professional Development:** Participate in paid team training sessions and retreats as well as opportunities for external professional development - you will receive everything you need to excel in your role!
- **Enjoy a Unique Studio Culture:** Thrive in a dynamic, non-competitive, and family-oriented environment that's anything but typical. We value a collaborative and energised working environment and love to treat our team with special social nights too!
- **Receive special surprises along the way!** There is nothing we love more than making our heart leaders smile, so along the way, we like to surprise our team with special acknowledgements, gifts and performance-based bonuses to make their heart sing!

PAYMENT

This role is for a casual employee and therefore superannuation, workers comp and handling of tax is included. Rate of pay is in line with the Fitness Industry Award and level of payment will be based on your dance teaching qualifications, experience and years teaching with us.

We are looking for someone who can grow within our company and so there may be additional opportunities to increase hours and/or take on additional roles.

Please note, at Future Gems the successful candidate will have an Introductory Period for the first term with us, to ensure we are the right fit for each other and our values are in alignment.

START DATE

Start of 2025 with a complete training period being organised for January 2025. We follow the NSW school terms and your commitment is for the full terms as well as the showcase dates listed below:

Term 1: Sunday 2nd Feb - Saturday 12th April (10wks)

Term 2: Sunday 27th April - Saturday 5th July (10wks / 9 weeks Sun/Mon)

Term 3: Sunday 20th July - Saturday 27th September (10wks)

Term 4: Sunday 12th October - Sunday 14th December (9wks)

Midyear Showcase: Sunday 1st June TBC

End of Year Concert: Sunday 30th November TBC

Open Day: Saturday 1st February 12:00-2:00pm

Term 2 Reset Team Inspiration Day: Thursday 24th April 9:00-1:00pm

Celebration Retreat: Friday 18th July all day

Spark Session Team Inspiration Day: Friday 10th October 9:00-1:00pm

End of Year Party: Friday 12th December

HOURS ON OFFER TYLER:

Tuesday Afternoon: St Johns Uniting Church Wahroonga

3:45-4:15pm Kindy - Grade 1 Jazz

4:15-4:45pm Kindy - Grade 1 Ballet

4:50-5:30pm Grade 2 - 3 Ballet

5:30-6:10pm Grade 2 - 3 Jazz

6:15-6:45pm Grade 2 - 3 Musical Theatre

Thursday Afternoon: Storey Park Community Centre

3:45-4:15pm Kindy - Grade 1 Jazz

4:15-4:45pm Kindy - Grade 1 Ballet

4:45-5:25pm Kindy - Grade 1 Acrobatics

5:30-6:10pm Grade 2 - 3 Acrobatics

6:10-6:30pm Possible Private Lesson

Applicants are welcome to apply for one or both days.

Before applying for this role, please take a look at our website www.danceclasseshornsby.com.au and if it sounds like the opportunity for you, [please complete an application form](#) by [\[clicking here\]](#)

Applications close when we find our dream team member.

