

## SANCA is hiring



### Aerial Department Manager

School of Acrobatics & New Circus Arts

**Reports to:** Program Director

**Description:** The Aerial Department Manager is part of SANCA's Lead Staff and reports directly to the Program Director and works closely with the Executive Director to help fulfil SANCA's goals and mission. The SANCA Aerial Department Manager is a full-time salaried position. Approximately 26 hours/week will be time for coaching youth and adult classes and the remaining time managing and overseeing the department.

#### **Job Duties and Responsibilities:**

- Lead by example by coaching a full load themselves.
- Maintain the curriculum as a living document for all to use.
- Develop and maintain the schedule for these classes, in conjunction with other staff and managers, to maximize enrollment, revenue, and space utilization.
- Directly oversee department coaches teaching these classes.
- See that all department classes are staffed with qualified coaches.
- Ensure that SANCA has qualified coaches by training, evaluation, and recruitment.
- Oversee and assist in finding a substitute coach should the assigned coach become unavailable.  
This may require the Department Manager to be the substitute coach
- Be responsible for the Department's fiscal, budgetary, and enrollment success.

**Qualifications:** The ideal Aerial Department Manager is an experienced educator and coach who is an enthusiastic and fun leader, managing and directly overseeing SANCA's Aerial Department. The Aerial Department is SANCA's fastest growing area, offering several levels of classes to both youth and adults. Students must develop a strong foundation of skills and abilities before advancing or specializing in one particular aerial apparatus. It is the main duty of the Aerial Department Manager to ensure that these classes are following the curriculum and are being taught in a fun, safe, progressive, and cohesive manner.

**Benefits:** Two-weeks paid vacation, Sick leave, Classes at SANCA for employee & family, Bi-weekly payroll w/ Direct Deposit

To apply for this position please send your resume to  
Crystal Campbell at [crystal@sancaseattle.org](mailto:crystal@sancaseattle.org)