



Company: Indiana Black Expo, Inc.

Job Title: Performing Arts Academy Instructor (s)

Areas of Focus: Dance, Videography, Photography, Music Production & Acting

Number of Openings: 5

Department: Youth & Family Programs

May Work with: Director Youth & Family Programs, Coordinator & VP-Administration

Employment Status/Method: Contract

Location: Indianapolis, Indiana

Travel: 0% statewide

About Us: Indiana Black Expo, Inc. is a 501c3 organization whose core values for over 50 years are **Integrity, Accountability Trust, Customer Service, Quality Teamwork**

Our mission is to be an effective voice and vehicle for African Americans' social and economic advancement. We are an equal opportunity/Affirmative Action Employer who does not discriminate regarding age, race, color, religion, gender, sexual orientation, gender identity, gender expression, national origin, protected veteran status, disability, or any other legally protected status.

About PAA:

The Performing Arts Academy (PAA) is a high-quality performing arts program that includes dance, photography, music production, acting, and videography instruction for youth as well as coordinated wrap-around and academic support. The PAA program serves in-school youth between the ages of 13 and 19.

Job Summary:

The Performing Arts Academy (PAA) instructor is to provide 2-4 hours of facilitation in support of the Performing Arts Academy programming in which they are subject matter experts (dance, music production, videography, photography, acting). The outcomes of the PAA program align with IBE's funding deliverables to deliver a comprehensive product after each cohort session. Each cohort is 12 weeks long and should include a dance piece, video, pictures, acting demonstration (skit), music track, and production schedule produced as a program end project. Ideally, each area of the arts should collaborate with each other to develop a PAA comprehensive piece that can be performed during a potential showcase/on-location live performance. As well as create a curriculum plan to provide exposure lessons, and spark creativity within the lives of young people.

Key Responsibilities:

- Create a subject matter curriculum to incorporate organizational impact goals.
- Prepare all lesson plans associated with the cohort session and focal point of the program.
- Facilitate classes in person on-site at IBE headquarters.
- Work closely with IBE staff for the planning/ promotion to support the logistics of implementing each class.
- Assist in the evaluation of the effectiveness of the PAA programs workshops and ensure that evaluations are completed and returned.
- Facilitate cohort sessions using a variety of training styles and methods to flexibly meet a variety of learning styles and needs.
- Follow established procedures for class attendance, evaluation distribution and collection, and participant follow-up.

Payment & Commitment: This is a contract position starting at \$50/hour with Saturday commitments

All individuals slated to work with youth participants must be willing to under go a background check prior to contract/temporary work to begin.

For consideration, interested candidates can apply by sending a cover letter and resume to humanresources@indianablackexpo.com or edrogers@indianablackexpo.com