

Work/Study Information

PROGRAM DESCRIPTION:

Dance Place offers adult scholarships to dancers who are interested in studying dance at our campus. We offer a variety of classes including Modern, West African, Hip-Hop and Jazz classes. Scholarships are available to dancers with any level of experience, beginning through advanced.

The scholarships function as a work/study exchange. Scholarship students perform responsible, ongoing jobs in the operation of Dance Place's Theater and School. These jobs include studio management, box office, concessions sales, ushering, teaching assistant, technical crew and flyer distribution. Depending on the position and its specific requirements, Work/Study students work an average of 12 hours per month, which varies between a weekly, bi-weekly or monthly commitment.

REQUIREMENTS:

- Six-month commitment to the work/study program
- Availability of time to focus on program
- Interest in Dance Place classes and facility
- Volunteer at Dance Place festivals (specifically our Annual Gala and DanceAfricaDC)

HOW TO APPLY:

- Collect an application form from Dance Place, by calling 202-269-1600 or downloading it from danceplace.org.
- Take four (4) adult classes at Dance Place. Three are of your choice and one must be with our Founding Director, Carla Perlo. These classes are at your cost. Free classes begin after being accepted to the program and work has begun.
- Complete the two-page application form listing the four classes taken. Return your completed application along with a resumé, name and number of 2 references and/or a letters of recommendation.

COMPLETED APPLICATIONS AND SUPPORTING DOCUMENTS CAN BE DROPPED OFF OR MAILED TO:

Dance Place, Attn: Work/Study Coordinator,
3225 8th Street NE,
Washington, DC 20017.

We will arrange an interview with Work/Study coordinator.

**YOU MUST COMPLETE BOTH PAGES OF THE APPLICATION FORM
AND PROVIDE ALL THE REQUESTED INFORMATION
FOR YOUR APPLICATION TO BE CONSIDERED.**

PLACE

Work/Study Application

**PLEASE COMPLETE AND RETURN TO DANCE PLACE.
INCOMPLETE APPLICATIONS WILL RESULT IN A DELAYED PROCESS.**

YOUR CONTACT DETAILS

Name: _____ Gender: M / F (circle one)

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Please list the four (4) Dance Place adult classes you took including date and teacher.

YOUR FOUR CLASSES:

1: _____ Date: _____

2: _____ Date: _____

3: _____ Date: _____

4: _____ Date: _____

The work-study positions are listed below. Please number your preferences from 1-4 with #1 being your first choice. If your time availability does not match one of these positions, there may be other opportunities in the organization for work/study scholarships.

NO.	POSITION	RESPONSIBILITIES
	STUDIO MANAGER	Prepare the studio, register students for class, take ticket sales, clean desk area and straighten lobby & bathrooms. (This position is one evening or morning each week for 3-4 hrs.)
	BOX OFFICE	Assist Box Office Manager during weekend performances. (This position is a one weekend a month commitment.)
	CONCESSIONS	Sell snacks and drinks during weekend performances. (This position is a one weekend a month commitment.)
	TECHNICAL CREW	Assists Technical Directors backstage with shows. (This position is a one weekend a month commitment plus Dress Rehearsal Thursday or Friday evening.)
	USHER	Assist the House manager on duty 3 ½ hour commitment, or with receptions. (This position is weekend only.)
	TEACHING ASSISTANT	Check in with the teacher 15 minutes before class starts. Assist teacher in taking kids to class site. Be responsible and respectful.

Work/Study Application

PLEASE ANSWER THE FOLLOWING QUESTIONS:

1. Why would you like to join the Work/Study program?
(Please explain your interest and experience in dance or the arts, financial need, etc.)

2. What classes do you anticipate attending?

3. When are you available to work?

**HAVE YOU INCLUDED ALL THESE DOCUMENTS WITH YOUR APPLICATION?
IF NOT, YOUR APPLICATION IS INCOMPLETE AND WILL BE DELAYED.**

CHECKLIST:

- Resumé
- 2 references or letters of recommendation

IF YOU HAVE ANY QUESTIONS ABOUT THE WORK/STUDY OR ANY OTHER PROGRAMS AT DANCE PLACE, PLEASE CALL US AT 202-269-1600.