

DANCE INSTRUCTOR

POSITION DESCRIPTION 50928

Prepared by
Andrea Correale

Authorized by
Emilio La Scala

For use on
Cruise Fleet

Original File
Feb 19 2012

Last Revision
-

Revision No
0

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POSITION NO.	50928
Title	DANCE INSTRUCTOR
Rank	Staff – Dance Instructor
Department	Hotel
Main Function	To perform individually and as part of the Entertainment team to Socialize with and entertain Passengers throughout the cruise.
Reports to	Cruise Staff Manager
POSITION BASICS	<ul style="list-style-type: none"> To develop and bring to life entertainment and entertainment program. To make proposal for new activities. To work in collaboration with the Entertainment team under the supervision of Cruise Staff Manager. To collaborate with the Cruise Director’s department to create dance activities during the Cruise.
REQUIREMENTS FOR POSITION	
<i>BST</i>	<ul style="list-style-type: none"> Basic Safety Training and all other certification and documentation in force at the time of engagement compliant with the flag state requirements of the vessel to which the incumbent is assigned.
<i>Passports, Visas</i>	<ul style="list-style-type: none"> Passports, visas, permits as specified by the company and as required for exit from the port of origin and entry into the destination cruising area.
<i>Health</i>	<ul style="list-style-type: none"> Vaccinations, health books or other documentation applicable to Passenger to verify vaccination against any endemic disease know to be prevalent in the destination cruising area.
<i>Language Skills</i>	<ul style="list-style-type: none"> Ability to fluently communicate in English. Ability to lead and Gym classes in the following languages: English, Italian, Spanish, French, German, Portuguese. Preference is given to candidate able to communicate easily in all above languages
<i>Experience</i>	<ul style="list-style-type: none"> Proven experience and expertise as Dance Instructor (male or female) in a similar working environment at sea or ashore
SAFETY & DISCIPLINE	You are required to:
<i>Standing Orders</i>	<ul style="list-style-type: none"> Read understand and comply with the Standing Orders of the MSC Cruise fleet, ensuring all personnel in the Entertainment and Entertainment team comply accordingly.
<i>Mission Statement</i>	<ul style="list-style-type: none"> Read, understand and apply the Mission Statement of the Company.

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Uniform

- Wear the complete prescribed uniform and name badge at all times in Passenger areas setting an example of appearance, presentation and good grooming. The Dance Instructor uniform is composed of:

Daytime Uniform

Male: Beige Polo Shirt + White Pants

Female: Pink Polo Shirt + White Pants

They will buy their own Uniform directly on board by the Logo Shop with a discount of 30%. The Polo Shirt has to be related to the Ship's Name.

Ex. Msc Splendida – Polo Shirt Msc Splendida = OK

Msc Splendida – Polo Shirt Msc Armonia = NO!

Night-time Uniform

Male/Female: Elegant /Professional dresses

The Dance Instructors don't have to wear animation costumes, but during the theme events, they have to wear thematic accessories

Emergency exercises

- Attend all emergency drills, carry the personal emergency card, and understand emergency duties. Emergency duties for the dance Instructor may involve specific responsibilities assigned by the Safety Officer

ABILITY & QUALIFICATIONS

You are required to have the following:

- Ability to entertain, communicate and socialise with persons of all nationalities and all ages and backgrounds
- Good geographic knowledge of the Cruise Area operated by the ship for which position applies.
- Above average skills in tactful, diplomatic crisis and problem handling
- High degree of oral, written communication and negotiation skills
- Proven ability to work in a harmonious productive team environment.

RESPONSIBILITIES

This position requires you to achieve the following responsibilities:

Dance Classes & Gym Classes

- Support the Cruise Staff Manager in entertainment/dancing activities
- Lead dance lessons when required by the Cruise Staff Manager
- Provide a dance performance when required by the Cruise Staff Manager
- Prepare at least 3 different Dance Demonstration that will be used to enrich the Animation Product
- Take part in the Animation "Ciao Ciao" at the end of the Cruise
- Lead Dance Lessons as per schedule below:

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- **Sea Days:** at least 2 in the morning, 2 in the afternoon, 2 in the evening
- **Port Days:** at least 1 in the morning, 1 in the afternoon, 1 in the evening

Dance Classes have to be led by both Dancers

- Lead Gymnastic Classes as per schedule below:

- **Sea Days:** at least 2 in the morning, 2 in the afternoon
- **Port Days:** 1-2 in the morning, 1-2 in the afternoon (depending on guests presence)

Gym Classes can be performed by only one of them

Timing - Days – Locations, will be defined by the Cruise Director or his appointee

Preparation

- They have to be able to lead the majority of the following dance classes:

Caribbean Dances: Salsa, Merengue, Bachata

Latin Dances : Cha Cha Cha, Rumba, Samba, Jive, Paso Doble, etc.

Ballroom Dances: Waltz, Foxtrot, Tango, etc.

Brazilian dances: Samba, Forro', Sertanejo, Axè

Miscellaneous: Break dance, Hip Hop, Belly dance, Tango argentine, etc.

On duty always early

- Be on station at the point of performance at least 15 minutes.

Promote activities

- Advertise by socializing and circulating with Passenger all opportunities for Passenger involvement in these activities, taking great care at all times to ensure no Passengers are embarrassed by or forced into taking part in activities if they resent any such involvement.

Socializing

- Socialize with Passenger at all times, giving special attention to the very young, the very old, any disadvantaged persons, Passenger travelling alone, or Passengers of minority languages where involvement may be difficult.

Library Duties

- No Library duties

Extra Events

- Fashion Show , dance with guests and extra events

Dance with Passengers

- During the evening they have to dance with Passengers, especially with the aged

Timing - Days - Locations will be defined by the Cruise Staff Manager or his appointee

Respond to comments

- Listen to requests and comments of Passengers, taking positive action to remedy any

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problems by reporting any problems advised by Passengers to the Cruise Staff Manager

Stimulate Passengers

- Stimulate and help to create a social atmosphere amongst the Passengers

Meetings

- Participate in all meetings of the animation and entertainment team as required by the Cruise Staff Manager

Report progress

- Report continuously about his/her job and activities to the Cruise Staff Manager.

Translation help

- Help other members of the entertainment team with language or translation when this becomes necessary.

Embark & Debark duties

- Not to be present during embarkation and disembarkation of Passengers, only in case of emergency on application by Cruise Staff Manager.

Shore Excursions

Not participate in shore excursions; only in case of emergency on application by Cruise Staff Manager

Cruise Director support

- Provide general assistance as required by the Cruise Staff Manager at all performances