

WorkStudy Information

Questions? Email Vangie@KeshetArts.org

The Program:

The WorkStudy Program will no longer be per dance session, but instead, every three months. We will have 4 of these 3 month periods. Applications for the coming WorkStudy Period will be due on the specific due date posted, and will not be accepted afterwards. If you only want to participate in one part of the period, that is fine. You will just let me know that you don't want to work or dance for half, and we can plan together; we are very flexible.

<u>Periods:</u>	<u>Application Deadlines:</u>
1: January 1 - March 31	December 15th, 2018
2: April 1 - June 30	March 15th, 2019
3: July 1 - September 31	June 15th, 2019
4: October 1 - December 31	September 15th, 2019

Your Schedule:

Most WorkStudies will be required to work one shift every week. If there is a week you know you will be out of town, or if you know that you would like to only volunteer and dance the second half of the period, we would discuss this while configuring your schedule, and we would plan accordingly. You will agree to a set schedule and be expected to work each week of the time in which you agree to volunteer, but you can customize it by stating specific weeks you will not participate.

Your Agreement:

Once your schedule is ironed out, you will meet with Vangie, receive a calendar view of your set schedule, and sign your contract agreement, Non-Disclosure Agreement and Total Volunteer Hours. This will include agreeing to not miss more than three shifts, and utilizing the Contact List provided to you to try to cover your shift. If it is covered, you will not acquire an absence.

Completion of Hours:

You may also volunteer for half the session and dance the other half, if for example your schedule only allows you minimal time to be here. You will ultimately be expected to complete the number of total hours you agree to complete at the time of your Contract Agreement. If you do not complete these hours by the end of the WorkStudy Period, you will not be permitted into the program again until you can complete these hours. Should you go over your hours, there are two ways that you could use them. One way

you could use these hours is by transferring them to the next session of WorkStudy, reducing the total number of hours that need to be completed. The other way you can use these hours is by transforming them to a class package. This would mean that you would get a customized Dance Class Package with one class for every 1.5 hours you complete. If you have 7.5 hours, that would be a 5 class package for free, and these packages will be good for 3 months.