

Job Opportunity at Rootz, Vernon Hills (Full-Time)

DIRECTOR, VERNON HILLS

Rootz is seeking a dynamic and experienced Director to oversee our new Vernon Hills studio set to open in Fall 2025. The Director will manage all aspects of studio operations, including staff supervision, student engagement, and facility maintenance. This role requires a strong leader who can maintain Rootz's high standards during peak operational hours. The Director reports to the Senior Executive Director for administrative duties and to the Senior Director of Dance & Fitness for dance company responsibilities.

Role Type and Schedule:

This is a full-time, exempt position typically working 40+ hours Monday - Friday. Some nights and weekends are required. Regular season hours may vary slightly for special events, performances and competitions. Winter break, spring break and summer hours will vary.

Key Responsibilities:

- While recreational dance and fitness staff members ultimately report to the Senior Director of Dance & Fitness, the Director is responsible for daily supervision of: Front Desk staff, part time teaching staff and independent contractors.
- Manage studio operations, including opening/closing procedures, cleanliness, and policy adherence.
- Manage email and phone communication with staff and customers.
- Manage registration, drops, transfers and ad hoc billing.
- Serve as a brand ambassador and model instructor.
- Help maintain high staff morale.

Qualifications:

- Bachelor's degree in dance, recreation, education, business, or a related field (preferred).
- 2+ years of relevant experience with supervisory experience.
- Ability to multitask and work under pressure.
- Excellent communication and interpersonal skills.
- Ability to work well with children and parents.
- Authorization to work in the United States
- Ability to reliably commute to Deerfield as well as other events.

Compensation and Benefits:

- Starting salary of \$50,000+ (commensurate with experience).
- Comprehensive benefits package, including:
 - 15 Paid Time Off days per year
 - Optional Company provided health insurance, which is factored into the entire compensation package
 - 50% discount on Rootz programs for employees and family members
 - Approximately 12.5 paid holidays (Varies per year)
 - 3% yearly salary increase
 - Opportunity for annual bonuses

Anticipated Start Date:

Full-time role begins the week of July 15, 2025. Paid part-time training hours will be available from January to July 2025.

How to Apply:

Interested candidates should email a resume and cover letter to lisa.panizo@getrootz.com with the subject line "Director, Vernon Hills." Initial resume reviews will begin on November 25, 2024, with first interviews anticipated the week of December 2, 2024.