

Choreographer

Tiffin Foundation for the Advancement of the Arts - Production Role Description

Classification	Production Staff / Artistic Staff (per production appointment)
Prepared For	TFAA productions, programs, and staged events
Purpose	Stand-alone job description for recruitment, onboarding, contracting, and supervision

Position Title: Choreographer

Reports To: Director; collaborates closely with Music Director, Stage Manager, cast, dance captains, and technical staff as needed.

Mission Alignment: TFAA production staff are expected to uphold the organization's commitment to artistic excellence, education, community engagement, collaboration, respect, safety, and responsible stewardship of resources. Each role functions not only as a production assignment, but also as a public-facing representation of TFAA's standards, culture, and mission.

Position Summary

The Choreographer is responsible for designing, teaching, cleaning, and maintaining movement and dance that supports the production's storytelling, musical structure, performer strengths, and safety requirements.

The Choreographer creates choreography and movement vocabulary appropriate to the production style, cast skill level, available time, and physical environment while helping performers grow in confidence, clarity, and consistency.

Primary Responsibilities

- Analyze the script, score, and production concept to determine where movement, staging patterns, dance numbers, transitional choreography, or physical storytelling are required.
- Design choreography that supports character, rhythm, tone, narrative clarity, and visual composition while remaining achievable, teachable, and safe for the specific cast and performance space.
- Teach choreography in a structured progression that accounts for counts, spacing, alignment, traffic patterns, style, stamina, and retention across rehearsals.
- Lead warm-ups and physical preparation appropriate to the material being taught and reinforce safe movement habits, body awareness, and injury-prevention practices.
- Adapt choreography as needed for performer ability, injuries, costuming constraints, quick changes, scenic limitations, stairs, platforms, and other physical realities without compromising storytelling.
- Coordinate with the Music Director on tempo, phrase length, count structure, vamping, musical transitions, and breath demands that affect movement execution.
- Coordinate with the Director on staging priorities, moment-to-moment storytelling, scene flow, and the emotional logic of movement throughout the show.
- Coordinate with the Stage Manager on rehearsal needs, dance calls, spacing notes, traffic flow, backstage crossings, and tech-related movement risks.
- Attend technical rehearsals involving choreography and adjust spacing, entrances, exits, formations, and transitional movement so choreography works safely under show conditions.
- Provide maintenance notes during the run so choreography remains clean, energetic, stylistically consistent, and safe across all performances.

Qualifications and Experience

- Demonstrated choreography or movement direction experience in musical theatre, theatre, dance, or closely related staged performance environments.
- Ability to teach movement clearly to performers with mixed skill levels and maintain morale while improving precision.
- Strong awareness of spacing, physical safety, and performance stamina.

Schedule, Attendance, and Professional Expectations

- Attend choreography planning meetings, assigned rehearsals, technical rehearsals that require movement integration, dress rehearsals, and agreed-upon performances or note sessions.
- Use a teaching style that is specific, encouraging, physically safe, and respectful.
- Do not introduce unsafe lifts, contact, or physical risks without prior coordination and rehearsal planning.

Working Conditions

- Evening and weekend rehearsals with sustained physical demonstration, movement repetition, and fast adaptation to staging and technical constraints.

Acknowledgment

I have reviewed this role description and understand the responsibilities, standards, time commitments, and expectations associated with this position.