

MONICA KAPOOR

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OBJECTIVE

To obtain a position at a Dance Studio, Fitness Center, Elementary School, High school, or University as a Dance Instructor.

EDUCATION

M.S. Ed. Adult Education, May 2004

B.S. Ed. Physical/Dance Education, December 2000

Northern Illinois University, DeKalb IL

CERTIFICATION

New Jersey: Vocational Arts/Dance, Physical Education and Health

Illinois Type 09 & 10: Dance (HS), Health (HS), Physical Education (K-12 & 6-12)

EDUCATIONAL WORK EXPERIENCE

Dance Instructor (April 2012-Present)

Steps on Broadway, New York, NY

- Developed an open level dance class for adults that explores the world of Bollywood dance as well as India's history and culture.
- Created dance routines which encompass East Indian classical and folk dance as well as a fusion based contemporary styles.
- Implemented exercises including a thorough warm-up, calisthenics, dance routines, and yoga stretches.
- Adapted lesson plans for all levels.

Dance Instructor (January 2011 – Present)

Nola Studios, New York, NY

- Created a dance class for current Broadway performers to help them maintain health and introduce them to East Indian dance and movement.
- Developed lesson plans which combined classical, folk, and contemporary forms of East Indian dance.
- Implemented exercises including a thorough warm-up, calisthenics, short combination, and cool down stretches.
- Provided information about the culture and history of India in each lesson.

Dance/Physical Education Teacher (August 2001 - June 2003)

Buffalo Grove High School - District #214 (Blue Ribbon School of Excellence), Buffalo Grove, IL

- Instructed beginning through advance level dance classes in modern, jazz, hip-hop, ballet, musical theatre, multi-ethnic, choreography, improvisation, yoga, and aerobics to students, grades 9-12
- Increased enrollment in dance classes from 2 classes daily to 5, which required a full time dance assignment.
- Developed and implemented a dance curriculum including a new grading system, rubrics, syllabus, curriculum maps, and exams.

- Designed and implemented physical education lesson plans in soccer, volleyball, basketball, tennis, softball, floor hockey, swimming, and fitness to students, grades 9-12.
- Invited professional specialized guest artists to teach lesson plans in the areas of make-up, break dancing, ballet, musical theatre, and modern dance.
- Implemented community dance projects.
- Created a website for the dance program.
- Administered physical fitness tests.
- Conferred with parents regarding student progress.

Orchesis Dance Director – Co-Curricular Assignment (August 2001 - June 2003)

Buffalo Grove High School - District #214, (Blue Ribbon School of Excellence), Buffalo Grove, IL

- Developed a co-curricular dance program, grades 9-12, which encouraged all forms of dance.
- Increased participating Orchesis members from 12 to 35 students in a two year period.
- Developed and implemented lessons in dance performance, dance production, choreography, and technique.
- Assisted in the addition of Orchesis into the daily physical education curriculum (Orchesis became an 8th hour class).
- Identified, recruited, and auditioned students for participation in the dance program.
- Organized and carried out an educational tour to New York City to experience art and dance.
- Raised over \$9,000.00 for the Orchesis activity account through fundraising and performances over a two year period.
- Maintained appropriate communication with administrators, staff, and parents.
- Coordinated all aspects of student participation in concert production, fundraising, and travel.

Graduate Assistant (January 2001 - May 2001)

Northern Illinois University, DeKalb, IL

- Responsible for teaching courses in yoga and modern dance to undergraduate level students.
- Developed choreography and implemented lesson plans to the Orchesis dance group.
- Created a syllabus and course outline.
- Designed and administered skill tests.

Dance Director - Co-curricular (February 2000 - May 2000)

DeKalb High School, DeKalb, IL

- Developed a co-curricular dance program, grades 9-12, which increased from 10 to 30 participants in two years
- Identified, recruited, and auditioned students for participation in the dance program.
- Organized a dance tour of performances to nursing homes and elementary schools.
- Provided weekly technique classes in ballet, modern, and jazz.
- Directed the spring dance concert.
- Created and directed a presentation for The Association of Indian Immigrants.

Dance Instructor - Children's Preparatory / Community Dance Program (September 1998 – May 2000)

Northern Illinois University, DeKalb, IL

- Responsible for recruiting and developing community interest in dance.
- Developed and implemented lesson plans to students, ages 5–adult.
- Developed choreography for the annual dance recital.

Dance Instructor (September 1998 - May 2000)

3rd Street Dance and Theatre Academy, St. Charles, IL

- Responsible for developing and presenting lesson plans to students, ages 2-18.
- Choreographed tumbling, tap, ballet, jazz, modern, hip-hop, and funk dance combinations for annual recital.

SPECIAL ACHIEVEMENTS

- Dance Education Scholarship (1999)
- Golden Key National Honors Society (1998-2000)
- Academic Excellence (1999-2000)
- Dean's List (1999-2000)
- Margaret May Duncun Scholarship-Physical Education Scholarship (1999)
- Lela Traegar Scholarship-Physical Education Scholarship (2000)