



**Company:** Stillpoint Yoga & Float

**Job Title:** Yoga Teacher

**Location:** 600 Clark Avenue, King of Prussia, PA

**Job Description & Expectations of Yoga Teacher:**

- Teacher must arrive at least fifteen minutes prior to start of class.
  - For workshops and special events, teacher should arrive at least 25-30 minutes early to prepare.
- Please announce studio events prior to start of class.
- Plan to stay after class at least fifteen minutes to address students questions.
- If any issues or concerns arise with any students or behaviors in class, please immediately contact Dianne or Julia.
- Payments are made on a per class basis at a rate mutually agreed upon by studio owner and teacher.
- In the rare event that 0 or 1 students show up for class, class is canceled by default. In these events, teachers are paid half of their normal per class rate.
- Pay period begins on the first of the month and ends on the last day of the month
- Paychecks are mailed within the first few days of the month directly to teacher's house. Expect to receive payments within the first 5-7 days of the month. Please email Dianne if you have pay related questions: [dianne@stillpointyogafloat.com](mailto:dianne@stillpointyogafloat.com).
  - Note: any changes to payroll will be communicated prior to change.
- Teachers with at least one weekly permanent class on the schedule are able to practice at the studio for free. Please practice as often as you'd like as we love our teachers immersed into our community!
- Teachers who do not have a weekly permanent class on the schedule (subs) are able to practice at the studio at the student/senior rate. Additionally, one free class is added to your account for each one class subbed.
- When coverage for class is needed, please use sub list provided by email to request a sub (more information will be provided separately regarding sub list). For emergency subs (within 12-24 hours of scheduled class), please send email indicating urgency, AND send a text message to Dianne & Julia.

- For issues related to arriving to class on time, please call the studio and alert whoever is there.
- No call, no show is not tolerated and will result in termination.
- Workshops are paid to the teacher by a profit split: 60% of profits are paid to teacher, 40% of profits are paid to studio. Please direct questions about pay to Dianne.
- To schedule a workshop, please send your workshop idea, including workshop title, workshop description, and your availability for teaching the workshop, to our studio manager: [julia@stillpointyogafloat.com](mailto:julia@stillpointyogafloat.com). Workshops will be scheduled and promoted on our website, MindBody, Facebook, and through our newsletter.
- Teacher must provide the following information prior to teaching first class (applicable for permanent and substitute teachers):
  - Email address and phone number
  - W9 tax information
  - Proof of yoga insurance
  - Bio and headshot (headshot must be professional and/or high resolution. Cell phone pictures do not have the correct resolution and often appear blurry on the website. Standard headshot is preferred. If submitting an asana picture, please be sure it has clear view of your face.)