



MUSIC EDUCATION DIRECTOR JOB DESCRIPTION

JOB TITLE: Music Education Director
REPORTS TO: Executive Director
CLASSIFICATION: Exempt
SUPERVISES: Operations Coordinator (Youth Symphony Rehearsal Manager)
Everyday Etudes Partnership Coordinator
Music Van Coordinator
Instructional Personnel
Volunteers

OVERVIEW: Music Education is a top priority of the San Luis Obispo Symphony as evidenced in its mission statement and annual budget. The Music Education Director assumes overall responsibility for the creation, implementation, and advocacy of all San Luis Obispo Symphony education programs and activities, including all performance-track programs (Youth Symphony, Strings in the Schools, Debut Strings, summer music camps), all experience-track programs (Children's Concerts, Free Dress Rehearsals, Symphonic Forays pre-concert lectures), and all outreach programs (Musical Petting Zoo, Music Van, professional educational ensembles). In addition, this position oversees the implementation of Everyday Etudes partnerships with local elementary schools.

SPECIFIC RESPONSIBILITIES:

- Creates, implements and supervises all education programs, monitoring quality and appropriateness of content and delivery to over 14,000 people each year
- Acts as an advocate and spokesperson for these programs
- Develops, cultivates and maintains positive relationships and partnerships with schools, community organizations, and other arts and cultural organizations
- Supervises education administrative staff, artistic staff, and volunteers involved with delivery of programs
- Gathers, maintains and provides narrative and statistical information on all San Luis Obispo Symphony educational programs for reports and proposals
- Develops program study guides
- Researches arts education trends and requirements
- Manages educational content for SLO Symphony website
- Staffs the SLO Symphony Music Education Committee
- Develops and monitors the operating budgets related to all educational programs

POSITION QUALIFICATIONS:

Passion for music and young people is a must. Successful candidates will be creative, flexible, energetic, and have experience in designing and implementing in-school arts-in-education programs. A Bachelor's or conservatory degree, as well as at least two years of managerial experience in an arts-in-education, public school or similar setting, is preferred. Classical music knowledge and performance experience a plus. Knowledge of and experience with current California school system arts education reform issues is also beneficial.

Strong management, planning, and problem-solving skills, strong oral and written communication skills, and experience with Windows *OFFICE* software (Microsoft Word, Excel, Access, and Outlook) are essential. Candidate must work well in a quick-paced environment and maintain good humor with a wide range of personalities including classroom teachers, administrators, musicians, children, young adults, parents, community leaders, staff, donors and audience members. Candidate must be able to pass California DOE fingerprinting and criminal background clearances. Full time position requires several evening and weekend hours. Must be able to lift 35 lbs.

SALARY RANGE: DOE \$32-\$36K

BENEFITS: Full benefits package, including health insurance, Section 125 plan, and generous vacation and holiday paid time off.