

POSITION: Music Director of the Society for Talent Education (0.5 FTE)

BACKGROUND: Founded in 1965, the Society for Talent Education (STE) is a non-profit charitable organization which has been part of the Edmonton's arts community for over 55 years. STE is the first Suzuki program in Canada, and one of the first in North America. Based on the teaching philosophy of Japanese violinist Shinichi Suzuki, STE believes that every child can develop their full potential through the 'Mother Tongue' method. Every year, more than 200 violin, viola, cello and bass students from Edmonton and the surrounding areas enjoy high quality music education in STE program. STE offers private lessons, group music classes, ensembles, orchestra and performance opportunities throughout the year. STE also hosts biennial Alberta Summer Suzuki Institute which offers various classes for Suzuki students, parents and teachers of all ages and levels.

POSITION SUMMARY: The ideal candidate will be a visionary leader and is responsible for the overall success of STE's music program. The Music Director's responsibilities include providing oversight of all music program delivery, collaborating with faculty musicians and administrator, and managing relationships with students, parents and faculty. As the face of the program to the public, the Music Director is also responsible for hosting all STE concerts and events.

EXPECTED START DATE: June 1st, 2020 (negotiable)

DUTIES AND DESCRIPTION:

- Develop, plan and supervise STE music program delivery.
- Design annual goals for the program, and create a plan for attaining those goals.
- In consultation with the Board, faculty and the Administrator, plan the annual calendar of performances and events.
- Work with faculty to identify and develop new and improvement opportunities to enhance programs.
- Artistically design concert performances including developing themes, coordinating stage setup and integration of varied instruments, ensembles, soloists and accompaniments.
- Develop community concert opportunities for students, set up workshops and organize special events. Attend and host events.
- Place students into appropriate-level-group classes, monitor attendance and improve quality of group programming.
- Coordinate the scheduling for individual and group lessons, continually monitoring and evaluating to meet student and teacher needs.
- Assess the availability of faculty for new or incoming transfer students and assign faculty to students for individual lessons.
- Recruit, hire and supervise faculty to meet the needs of programs and enrolment.
- Create and implement a program of faculty evaluations and professional development opportunities, to encourage the highest level of teaching.
- Act as first point of contact for students and families, faculty and board, working with them to resolve problems in a timely manner.
- Ensure the ongoing engagement and education of parents in alignment with Suzuki principles and arranging for parent education opportunities as needed. Manage parent volunteers STE events.
- Create monthly newsletter messages to STE's community, and network with other arts organizations, music directors, and community groups to increase the visibility of the Society and to encourage collaboration.
- Assist the Administrator in any duties required from time to time.
- Attend Board meetings as required.

QUALIFICATIONS:

- Demonstrated passion for and commitment to the Society for Talent Education's mission.
- 5+ years training and experience in teaching using the Suzuki method.
- Excellent interpersonal, communication and organizational skills.
- Strong leadership, time management, and multitasking abilities.
- Demonstrated initiative and problem-solving skills.
- Work week will be varied. Irregular/varied hours with weekend and evening work will be required.

SALARY AND COMPENSATION:

Salary of this part-time position starts from \$35,000 per annum (18 hours per week) based on experience and proposal (see Qualifications above). Working hours and pay may increase as program or enrolment grows in the future. Teaching duties are compensated additionally in accordance with the teaching contract. Group benefits such as medical and dental are provided.

TO APPLY

Include with your cover letter a one-page proposal outlining strategies to grow a music school and submit with your application.

Send cover letter and resume by April 3rd, 2020 to:

Society for Talent Education
5540 106 Ave NW. Edmonton, AB T6A 1G3
Email: board@ste-suzukistrings.org

Society for Talent Education is committed to the principle of equity and encourages applications from all qualified individuals. We wish to thank all those who applied for their interest in STE. Only those selected for further consideration will be contacted.