

School and Community Programs Manager

Charlotte Symphony Orchestra (CSO) is seeking a professional with a background in music education to fill the full-time position of School and Community Programs Manager.

About the Charlotte Symphony

Led by internationally renowned Music Director Christopher Warren-Green, the Charlotte Symphony Orchestra is the largest performing arts organization in the region. Core programming runs from September through May and includes Classical, Pops, and Family series alongside holiday favorites, Magic of Christmas and Handel's *Messiah*. The CSO also serves as the soundtrack for the community's ballet and opera productions. As part of the CSO's commitment to the service the entire region, the CSO performs everywhere from parks and schools to senior centers and breweries. The CSO passionately believes that music, accessible to all and experienced in many forms, unifies and enriches our entire community. Project Harmony, the CSO's program for enacting social change through music, serves nearly 200 children with the fewest resources and greatest need through a free afterschool orchestra training program. This program will grow to serve more than 500 children by 2020.

The Position

Reporting to the Director of Education and Community Engagement, the School and Community Programs Manager handles the day-to-day operations of the CSO's school and community engagement programs.

Specific duties include the scheduling, implementation, and evaluation of education and community programs on an ongoing basis. This includes collecting assessment and participant data, reviewing the effectiveness of programs and teaching artists, and assisting in the promotion and documentation of events. The School and Community Programs Manager will also be expected to write curriculum, create evaluation tools, lead professional development workshops, and teach specific lessons when called upon. They will also assist the Director with departmental budgeting, bi-weekly payroll, and purchases; as well as with the preparation and management of education and community grants.

Candidate Profile

Qualifications for this position include an undergraduate degree in music education or equivalent experience working in the field. The ideal candidate will be proficient in music education pedagogy and standards, has experience working with diverse populations and in underserved communities, and is able to attend assigned education and community engagement events including those outside of normal working hours. Other vital requirements include outstanding interpersonal and communication skills with the ability to work effectively with a wide range of constituencies in a diverse community, and strong organizational and time-management skills.

Compensation

Salary is commensurate with experience.

To apply

To be considered, interested candidates should send both a resume and cover letter outlining your desire and qualifications for this position to cstonnell@charlottesymphony.org using the subject line "School and Community Programs Manager." Applications will be accepted via email only. No phone calls please.