



TITLE: Community Partnerships Manager
REPORTS TO: VP of Learning and Community Engagement
DEPARTMENT: Learning and Community Engagement (LCE)
STATUS: Full-time, Exempt
DATE: December 2021

Summary Description:

Reporting to the VP of Learning and Community Engagement, the Community Partnerships Manager is responsible for supporting the Charlotte Symphony Orchestra's efforts to maintain and increase the organization's impact in the community through partnerships, communications, events, story-telling, and community development. The Community Partnerships manager will coordinate community partnerships for the CSO with a variety of neighborhood, government and private agencies, community and faith-based organizations and will guide efforts for specific projects that establish supportive relationships with partner organizations.

Responsibilities:

- Assist the VP of LCE in developing and implementing creative and innovative approaches to developing authentic and diverse community partnerships, community engagement, and unique opportunities that engage identified groups that lead, among other benefits, to invitations to the CSO to participate in local festivals and civic events
- Pursue a consistent approach to community engagement that prioritizes authenticity, respect, intentional listening, reciprocity, true collaboration, and attention to power dynamics
- Work with and maintain strong relationships with existing community partnerships by working with cultural liaisons, staff at partnering organizations, and community leaders to promote and support CSO community engagement efforts
- Support the building and maintenance of strong relationships with community ambassadors in new and existing neighborhood and community organizations. These efforts will help with the introduction of the CSO to these groups, the facilitation of conversations, and the action of the ambassadors as advocates for the CSO
- Assist in organizing and administering events; represents the CSO at specific events
- Support organization-wide learning and community engagement initiatives and related communication

- Coordinate an annual schedule of community engagement events
- Communicate stories and share event information for the LCE department, internally and externally while working collaboratively with the Director of Communications
- Support Learning Team as needed

Qualifications:

- Bachelor's degree and two years of experience working in community outreach, public engagement, and/or planning or conducting educational or outreach programs OR any combination of education or experience equivalent to the above
- Working knowledge in the areas of community engagement, DEI, and non-profit frameworks
- Passion for and ability to work with diverse personalities and populations, including racial, ethnic, age, socioeconomic, and gender diverse communities
- Commitment to engage in and promote diversity, equity, and inclusion within interactions both internally and with the surrounding community
- Demonstrated interest in a variety of program areas that meet the needs of the user and the ability to view aspects of CSO's opportunities through the perspective of a wide variety of individuals
- Excellent verbal and written communication skills and comfort with public speaking
- Experience working with non-profits in a community setting, preferred
- Strong operational and organizational skills
- **Day, night, and weekend work required**
- **Proof of being fully vaccinated for COVID-19 required**

Benefits:

The Charlotte Symphony offers a comprehensive benefits package including medical, dental and disability insurance, and paid time off.

Applying:

Qualified candidates should send a resume and cover letter to employment@charlottesymphony.org

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