



JOB DESCRIPTION

- Title:** Director of Educational Programming
- Organization:** Miami Music Project, Inc.
- Classification:** Full time
- Reports to:** Executive Director
- Compensation:** TBD, commensurate with experience and abilities and with room for growth for successful candidates.
- Start Date:** May 15, 2015
- To apply:** Send your Resume and Cover Letter by April 15th to: [hiring@miamimusicproject.org](mailto: hiring@miamimusicproject.org)
Use the words "Director of Educational Programming" in the subject line.
- Interviews will begin on April 20th. Interviews with three most qualified candidates will be held May 4-8 in Miami, FL.*
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Organization and Program Overview:

Miami Music Project uses music as a tool for social transformation. We empower children to acquire values and achieve their full potential, positively affecting society, through the study and practice of music. Miami Music Project is a Florida-based non-profit education and arts-organization founded by world-renowned conductor James Judd in 2008. In 2010, Miami Music Project (MMP) developed and implemented its core music education program modeled after the El Sistema philosophy to make classical music training available to all, especially those of low socio-economic status.

Designed as an intensive, tuition-free, after-school music program, MMP provides hundreds of children from at-risk demographics with a fully integrated music curriculum, excellent training from professional musicians and music educators, and opportunities for leadership and social development. The program builds the transferable practical skills needed to improve academic motivation, classroom

success and social preparedness, and creates new avenues of cultural awareness in the city's most vulnerable communities. Ultimately, by enriching the lives of individual children and creating a network of stand-alone orchestras in Greater Miami's most underserved communities, the program seeks to create social change within the communities served.

Miami Music Project currently serves a total of 300 students participating across four community chapters located in under-served immigrant communities (Little Haiti, Doral, Liberty City, and Little Havana) with distinct populations - predominantly African American and Hispanic. MMP students train after-school with lessons taught by a team of professional musicians—Teaching Artists—following the El Sistema philosophy. Additionally, students participate in ensemble-based community performances throughout the school year. The chapters work in harmony to further a shared vision, goals, curriculum, repertoire and experiences.

Position Summary:

Reporting to the Executive Director (ED), the Director of Educational Programming (DEP) is responsible for fulfilling, shaping and carrying out the vision of Miami Music Project's El Sistema-inspired programming. He or she will support, inspire and motivate a large team of Teaching Artists, oversee the performance season; lead the program evaluation processes and the professional development of the Teaching Artists. The DEP will guide the development of MMP's programming with a clear eye towards musical and social outcomes will uphold MMP's mission and the ideals of El Sistema in order to create an encouraging environment in which teachers, students and families thrive.

Essential Functions and Responsibilities:

- **Provide leadership for the educational development of the Miami Music Project's programming:**
 - Design and manage successful implementation of program's model, class structure, educational curriculum, performance repertoire and social development activities in collaboration with the Director of Operations and Outreach,
 - Participate in the creation of the annual concert and event calendar,
 - Collaborate with Director of Operations and Outreach and program staff on production of performances and other events,
- **Supervise a large team of Teaching Artists:**
 - Recruit Teaching Artists to fulfill vision,
 - Administer scheduling of all Teaching Artists and substitute teachers and their adherence to organizational policies,
 - Plan and implement annual Teaching Artist Training Program and on-going professional development activities to ensure consistent instruction and adherence to the curriculum,
 - Carry out classroom observations, offer regular feedback as a means to growth, and administer annual reviews of the Teaching Artists,

- **Monitor progress within programming:**
 - Administer evaluation, assessment and documentation of the program's educational components; provide timely updates, reports and recommendations for improvement,
 - Oversee student evaluations and progress and carry out communications with family members when problems exist in order to find solutions,
 - Supervise student peer teaching and mentoring activities,
- **Supervise musical instrument loan program and the inventory of musical instruments and accessories,**
- **Manage program resources and their distribution including music sheets, scores and educational materials.**

Qualifications and desired skills:

- Strong commitment to *El Sistema* philosophy and mission of the Miami Music Project,
- A minimum of three years of instrumental music experience of working in the field of arts education with a 4-year undergraduate degree,
- Thorough understanding of a variety of music education pedagogies and their relation to child development,
- Demonstrable experience working with music teachers and students,
- Ability to communicate and work with multiple constituencies,
- Broad orchestral training with a strong knowledge of orchestral repertoire,
- Experience in collaborative program design and development coupled with a successful track record of sustainable implementation and execution of large-scale projects,
- Experience working with culturally, racially and economically diverse student population,
- Excellent verbal and written communications skills with demonstrable ability to effectively facilitate meetings, present publicly and provide professional and appropriate business level written information,
- Ability to work collaboratively on a team and in a high-pressure, multi-tasking environment,
- Welcomes feedback as a means to personal and professional growth,
- Bilingual in English and Spanish or Haitian-Creole a plus,
- Strong computer skills and excellent time management and organizational skills,
- Local travel and evening and weekend availability,
- Valid FL license, clean driving DMV record, full insurance.

TO APPLY:

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