

SAN DIEGO YOUTH SYMPHONY AND CONSERVATORY

Job Title: Community Opus Program Manager
Status: Full-Time, Exempt
Reports to: Deputy Director
Supervises: Opus Coordinator, Community Program Assistant, and Teaching Artists

The San Diego Youth Symphony and Conservatory (SDYS)'s mission is to instill excellence in the musical and personal development of students through rigorous and inspiring musical training experiences. It does this through both its Conservatory Program and Community Program. SDYS knows that there are vast educational, social, community, and personal transformations that take place when music education is taught collaboratively and with high quality and excellence.

Since 2010, SDYS has been committed to making music education accessible and affordable for all. Through el Sistema-inspired practices, SDYS partners with local school districts and education organizations to make this vision a reality. Because of SDYS' vision and passion, and through our partnership with the Chula Vista Elementary School District, in just five years, 46 schools (and 29,000 students) went from having no employed credentialed arts teachers to now providing every school with at least one arts class to every student every week.

The Community Opus Program Manager is responsible for overseeing the Community Opus Project in Chula Vista, which currently serves approximately 350 students and families. Musicians are enrolled in introductory (Esperanza), beginner (Alegria), advanced beginner (Festejo) and intermediate (OHO) string and wind ensembles. He/she is responsible for promoting high standards for the programs and instruction. The Community Opus Program Manager collaborates and communicates with the Community Program team, school principals and teachers from the Chula Vista Elementary School District (CVESD), families, and the Conservatory Program team to fulfill these responsibilities:

Program Strategy

- Identify and propose program expansions to meet community needs and advance SDYS' vision
- Lead strategic design and planning of community programs to achieve SDYS' vision of making music education accessible and affordable
- Oversee creation and implementation of curriculum and instructional plans by the Teaching Artist faculty for weekly instruction and intensive camps
- Initiate and develop community building efforts to support music education for all children

Program Management

- Provide managerial leadership of the Community Opus Project to achieve student musician learning goals, including setting policies identified in the Opus Handbook, developing procedures for accurate and timely record keeping, etc.
- Manage Community Opus Project budget, including staffing and other budget line items with the Deputy Director.
- Supervise the Opus Coordinator and Community Program Assistant, and support them in working with Teaching Artists to ensure strong working relationships and achievement of shared program goals
- Supervise, lead, and support Teaching Artists in providing quality music instruction and working as a team
- Collaborate with the Instrument Librarian and Production and Operations Manager to ensure a smooth and successful instrument distribution and retrieval process.
- Prioritize and select community performances to build support for music education
- Develop and oversee student mentoring programs that facilitate advanced student musicians working with early-level music students.
- Develop and oversee workshops for parents and/or students.
- Oversee and advance the Opus Honor Orchestra chamber music programs to strengthen students' musicianship
- Ensure strong parent engagement practices are embedded in all aspects of community programs
- Provide professional development and classroom management training, as well as identify and promote appropriate non-SDYS professional development opportunities for program staff and Teaching Artists

Program Assessment

- Develop and manage program assessment tools, protocols, and reporting mechanisms
- Formally and informally assess and evaluate direct reports

Community Partnerships & Relations

- Serve as Community Opus Project liaison to Chula Vista Elementary School District officials in order to maintain a strong partnership that adapts and evolves to the needs of students, families, schools and CVESD.
- Build and maintain strong relationships with CVESD in-school music teachers, site leaders, and classroom teachers
- Support strong communication and relations with joint CVESD/SDYS partners
- Initiate and design professional development exchanges and opportunities for district or school partners
- Attend community events as SDYS' representative

- Be a visible advocate for music education and inspire others to be music education advocates

Internal Coordination and Collaboration

- Attend management team meetings and contribute to the overall management of SDYS.
- Work with all staff to facilitate timely, regular communication with students and families from the Community Opus Project
- Coordinate with Conservatory Program staff to ensure continuity of communication and experience for students and families between community programs and conservatory programs
- Work closely with the Deputy Director to hire teaching artists, as well as engage coaches, clinicians and guest artists for the Community Opus Project
- Provide program and measurement content to the External Relations Department for publications, media inquiries, and fund raising, including detailed information for all relevant grant proposals and reports.
- Attend and participate in Board committee meetings when requested, and provide relevant reports, input and updates.

Other duties as assigned.

Qualifications:

- Knowledge of and experience as an instrumental musician
- 3+ years of program management experience preferred
- 2+ years music classroom teaching experience preferred
- Experience supervising and coaching employees
- Bachelor's degree required, Master's degree or teaching credential preferred
- Bilingual in Spanish preferred
- Passion to change the world for the better through music education
- Culturally sensitive
- Role model to students as a musician and citizen
- Organized with attention to both details and big-picture vision
- Aptitude for problem solving and flexibility when situations change or do not go as planned
- Effective communication in person, over the phone, by email, and through other appropriate communication means.
- Ability to mesh with a passionate team dedicated to making music education accessible and affordable for all youth.

Does this sound like you? If so, please email your resume and a thoughtful cover letter to hr@sdys.org. We're excited about starting the conversation!