

## **SAN DIEGO YOUTH SYMPHONY AND CONSERVATORY**

Job Title: Music Theory Instructor  
Reports to: Associate Director of Conservatory Programs  
Status: Part-time, non exempt

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. SDYS has a 71-year history of setting the region's highest standards for excellence in music education. We have seen that student adherence to high standards, self-discipline, and teamwork required for musical success provide unparalleled training for future success in any field or educational path. As a result, SDYS is devoted to being a catalyst for community investment in student achievement through music.

The Music Theory Instructor is expected to fulfill the following responsibilities:

### **Artistic and Administrative Responsibilities**

- Collaborate with Associate Director of Conservatory Programs to design annual theory class objectives, structure, curricula, and syllabi to achieve annual objectives.
- Design placement exams to evaluate theory students' knowledge, skills, and abilities.
- Design and implement lesson plans and exams to fulfill annual objectives.
- Design supplemental lessons and exercises for students with gaps in theory knowledge.
- Teach theory classes according to class schedule.
- Maintain accurate student attendance records and communicate them to Conservatory Program Coordinator.
- Grade assignments and return them promptly at the following class and provide periodic assessments of student ability and progress.

### **Citizenship Responsibilities**

- Foster students' music education and artistic standards by mentoring, informing, educating, encouraging, and inspiring music theory students.
- Play a proactive role in fostering the development of students' understanding and appreciation of music theory and its application in students' overall music education.
- Serve as a representative of SDYS as a music educator in promoting institutional vision, educational goals, and artistic standards to the San Diego community.

### **Communication and Collaboration**

- Maintain clear communication with students and families regarding class schedules, expectations, and student progress.
- Maintain clear communication with Associate Director of Conservatory Programs.
- Notify all administrative, attendance, behavioral, academic, and artistic concerns to the Associate Director of Conservatory Programs.
- Attend staff meetings as necessary.

Other duties as assigned by the Associate Director of Conservatory Programs.

**Minimum Required Qualifications:**

- Experience in teaching music theory or other music instruction.
- Possess a bachelor's degree in music composition or music theory.
- Sensitivity to diverse and under-served families.
- Role model to students as a musician, mentor and citizen.
- Ability to work well with a team that is passionate about making music education accessible and affordable for all.

**Preferred Qualifications:**

- Possess a master's degree or Phd in music composition or music theory.
- Performance experience on an orchestral instrument or piano.
- Experience playing in an orchestra.

This position will require availability on Sunday mornings and early afternoons. Position will begin in October. If interested, please send a resume and thoughtful cover letter to [hr@sdys.org](mailto:hr@sdys.org).