

Education and Community Engagement Director (part time)

Reports to: Executive Director

Illinois Philharmonic Orchestra is actively recruiting a highly motivated individual to assume the new, expanded role of Education and Community Engagement Director for our organization.

Prime Responsibilities:

- Provide institutional leadership to grow and sustain IPO's Education and Community Engagement programs
- Evaluate current programming and long-range goals
- Use creativity and innovation to develop new programs that incorporate current educational and technological initiatives
- Cultivate new community partnerships
- Initiate and oversee a wide range of community engagement activities, including specialized concerts
- Considering the Education and Community Engagement Vision Statement and current programs, work with the Executive Director and Education Committee of the Board of Directors to develop strategies for propelling the programs forward
- Plan and coordinate educational activities for all programs
- Attend education concert rehearsals and performances to oversee all production logistics
- Oversee IPO's online presence for education and community engagement
- Ensure programs meet or exceed budgetary goals

Experience:

- Degree in Music, Education, or Arts Administration
- Working knowledge of orchestral music
- Previous experience working with youth and/or in education

Skills:

- Excellent written and verbal communication skills, the ability to work independently and a willingness to be a team player in a highly collaborative environment
- Strong organizational, time-management, and problem-solving skills
- Keen attention to detail
- Proven ability to develop and monitor production budgets

Work Hours:

- Weekly office hours to be mutually agreed upon by Executive Director and candidate
- Nights and weekend work occasionally required, with the ability to work a flexible schedule
- Part time, approximately 25 hours per week

Compensation: \$30,000-35,000

- Salary commensurate with experience and competitive within the nonprofit sector
- Annual paid time-off as negotiated

Timeline: Materials will be accepted through October 10, 2021. Interviews will begin as early as September 14.

Position start date: October 15, 2021, or when filled

Interested persons should email resumé and letter of interest to Christina Salerno, Executive Director, with subject line “Education and CE Director” to: csalerno@ipomusic.org

IPO’s commitment to Equity Diversity and Inclusion can be accessed [HERE](#)

Information regarding IPO’s Education and Community Engagement programs can be viewed [HERE](#)

Illinois Philharmonic Orchestra is an Equal Opportunity Employer.