



**Position:** Music Instructor: Guitar/Ukulele

**Reports to:** Education Manager

**Schedule:** Flexible: Weekday afterschool hours required 2-3 days/wk (3pm - 7:30pm), Saturdays between 12:00p-2:15p (Minimum required availability of 3 hours per week)

***The mission of the Monroe Street Arts Center is to engage a community of learners in exploring the arts and developing the creative self.***

**MSAC instructors will work with students, caregivers and other staff members in order to meet MSAC's teaching goals and objectives. Instructors will act as ambassadors for MSAC.**

**Employee Benefits:**

- 20% Staff discount on programming at MSAC for you and your family
- Administrative Support that facilitates communication with the families
  - This includes coordinating recitals, absences, makeups
- No need to worry about making quarterly income tax payments as payroll deductions are calculated with each biweekly paycheck
- Marketing support to obtain new students

**Responsibilities:**

- Instruct students of varying ages and abilities through private lessons
- Provide input and follow MSAC's teaching goals and objectives
- Ensure the safety and cleanliness of MSAC studios
- Maintain communication with families and clearly communicate assignments and expectations to students.
- Plan and conduct recitals
- Maintain an organized schedule
- Utilize method books, outside repertoire and other supplementary materials
- Contribute to the growth of MSAC's programming

**Preferred Requirements:**

- Experience working with youth
- Commitment to participate in MSAC special events
- Experience in a creative form in music

- Excellent organization, communication and people skills
- Passion for working in music education
- Commitment to teaching a diverse group of students
- Bachelor's degree in music education preferred, or 2 or more years of professional experience
- Ability to demonstrate core competencies in various forms of music.
- Music Instructors must be proficient on the instrument respective to the position hired to teach. A minimum of one year private music instruction is preferred.

The above listing of responsibilities may be subject to change and is not intended to be a complete listing of duties, but merely a statement of examples of common duties instructors are expected to perform. MSAC reserves the right to amend the above listing at any time at the discretion of the Executive Director or the Board of Directors.

**To Apply: Please send resume and cover letter to [caitlin@monroestreetarts.org](mailto:caitlin@monroestreetarts.org)**

*Monroe Street Arts Center is committed to equal opportunity for all employees and applicants. As a proud Equal Opportunity Employer (EOE), we do not discriminate based on race, color, national origin, ancestry, citizenship status, religion, sex, sexual stereotyping, sexual orientation, gender, gender identity, gender expression, age, marital status, mental or physical disability, medical condition, genetic information, military or veteran status, pregnancy (which includes pregnancy, childbirth, and medical conditions related to pregnancy, childbirth, or breastfeeding), or any other protected characteristic.*

Hourly pay: \$23/hour-\$32/hour