



Chicago, Illinois

Part-time Position Announcement:

Trumpet Instructor

Description

Merit School of Music seeks a qualified trumpet instructor to teach **group classes and private lessons to students at Merit's main campus and at two Merit Music in Communities (MMIC) sites.** The trumpet instructor will be tasked with teaching two, 45-minute classes **as part of Merit's Saturday Conservatory Program and 10 – 15 hours of private lesson instruction.**

Organization Overview

Merit School of Music is a community music school located in Chicago's West Loop. Our primary goals are to help young people transform their lives and experience personal growth through music by providing access to sustained participation. For more than 40 years, we have been home to a diverse community of talented young musicians and have acted as a springboard for achieving full musical and personal potential. Our 125 passionate and experienced teaching artists provide access to high-quality music education, engaging over 3,000 students annually at our downtown location and in area schools and community centers.

Our students, who reflect the socioeconomic and ethnic diversity of Chicago, have the rare opportunity to learn together, dream together, teach each other, and broaden their horizons as they build inspiring lives through music. Merit develops musicians and provides young people with the tools they need to excel in life, with virtually 100 percent of our graduates going on to conservatory or college.

Merit School of Music is committed to building a world in which historically underrepresented groups can attain access to quality music education. Simultaneously, Merit is continually working towards becoming an organization that is truly reflective of the demographics of the city and the students we serve. Merit is dedicated to being an inclusive, diverse, equitable, and anti-racist organization and continually examining our efforts in this area.

Reporting Relationship

The **Trumpet Instructor** reports to the **Band Program Director**.

Essential Duties

Responsibilities of the **Trumpet Instructor** include, but are not limited to:

- Delivering music instruction commensurate with Merit's curricula, teaching philosophy, mission, and values
- Teaching once-weekly trumpet classes for 24 weeks and private lessons for up to 29 weeks during the school year and 12 in the summer (41 total teaching weeks)
- Prepare students for an annual recital each spring and group performances as needed.
- Coordinate with the program director to determine student needs and goals.
- Complete student attendance during each class, lesson, or rehearsal as well as student assessments.
- Attend Merit faculty and departmental meetings
- Act as an ambassador on Merit's behalf to recruit students into the trumpet studio and work to retain the number of students necessary for maintaining and improving program quality

Personal Skills/Attributes/Qualifications

The ideal candidate will possess the following qualifications:

- Proven success teaching trumpet students at various skill levels (specifically, beginner through advanced)
- A high level of personal musicianship
- Ability to collaborate, communicate effectively, and work well with faculty, colleagues, and administrators
- Uphold Merit's professional code of conduct: punctual, polite, responsive, collegial, and collaborative
- Be an ambassador for Merit School of Music by representing the organization professionally in all settings and by counseling families and students to pursue their musical studies at the deepest levels
- Demonstrable commitment to Inclusion, Diversity, Equity & Antiracism (IDEA) work

Educational Requirements

Bachelor's degree in music or equivalent experience

Schedule

Conservatory Classes:

- Saturdays: September 24 – April 22
- 8:50am - 9:35am
- 9:40am -10:25am

Private Lessons:

Private lessons are scheduled at times that are mutually agreed upon by faculty members and students/families.

- At the Joy Faith Knapp Music Center most lessons occur between 3pm and 9pm, Monday – Friday, and on Saturdays as physical space allows
- At Merit Music in Communities Sites most lessons occur during the school day (9am – 3pm) or after school (3pm – 6pm)

COVID-19 Precautions

Merit School of Music requires all employees to provide proof of vaccination and booster shot against COVID-19. Please plan accordingly. Merit invested heavily in its HVAC system to improve ventilation throughout the building. Face masks are recommended to everyone who enters the Joy Faith Knapp Music Center. At MMIC sites, Merit employees must follow the precautions taken by the host institution. This is an in-person role.

Compensation

- Hourly base rates are calculated using a proprietary method that considers years of experience, recruitment/retention skills, studio size, education, and established success as a teacher
 - Base rates range from \$40 to \$80 per hour for private lessons with an additional \$2.00 per hour added to the base rate for group classes
 - Off-site faculty are reimbursed for mileage as calculated from Merit's main campus
- Full-time faculty (780 annual teaching hours) qualify for insurance benefits. 401K eligibility begins at 500 annual teaching hours.

How to Apply

To apply, please upload your resume detailing your relevant experience and qualifications for this role [using this link](#). Applications will be accepted through July 31, 2022. Materials should be compatible with Microsoft Word or Adobe Acrobat PDF. Applicants will not receive confirmation of receipt of their materials. Further guidance and updates about the hiring process will arrive by e-mail, with interviews provided for finalists.

ALAANA/BIPOC people, trans, and gender-nonconforming people, and women are encouraged to apply.

For more information about Merit School of Music, please visit www.meritmusic.org.

Merit School of Music is committed to enhancing the diversity of our musical community, recognizing that by providing a diverse, equitable, and inclusive learning environment for our students, we are preparing them for personal and professional success in an increasingly multicultural and global society. The Merit community recognizes that it has a responsibility for creating and sustaining a learning and working environment where difference is valued, and where equity and inclusion are practiced.