



Chicago, Illinois

Part-time Position Announcement:

Early Childhood & General Music Instructor

Description

Merit School of Music seeks an Early Childhood & General Music instructor who is a masterful educator and detail-oriented self-starter. The ideal candidate will serve the Merit Music in Communities program by leading engaging classes, exhibiting impeccable communication skills, maintaining high student and class retention, and expanding overall programming.

This is a part-time position, starting at ten (10) weekly teaching hours in our Merit Music and Communities program, with an opportunity to grow into a full-time role. Candidates must also be willing to serve as an active Early Childhood substitute if available.

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 Chicago's socioeconomic and ethnic diversity, 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 to conservatory or college.

Merit School of Music is committed to building a world where historically underrepresented groups can access quality music education. Simultaneously, Merit is continually working towards becoming an organization that reflects the city's demographics 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 Early Childhood & General Music Instructor reports to the Early Childhood & General Music Director.



Job Responsibilities

Responsibilities of **Early Childhood & General Music Instructor** include, but are not limited to:

- Deliver high-quality instruction
- Use Merit's curriculum & prepare well-organized lesson plans
- Participate in Merit faculty and department meetings
- Utilize MS Office & GSuite technology for all Merit related work
- Detailed, clear, & prompt correspondence with Merit staff, partnership stakeholders, and students/families
- Perform & Represent Merit's Early Childhood & General Music program at Recruitment Events (1-2 per year) on and off-site
- Other projects as assigned (e.g., *Social Media content, special performances*)

Personal Skills/Attributes/Qualifications

The ideal candidate would possess the following qualifications:

- Proven success in teaching and classroom management
- Ability to create positive rapport with students/families and retain them from semester to semester
- Ability to direct student learning while engaging caregivers and parents (Early Childhood Specific)
- Ability to collaborate, communicate effectively, and work well with faculty, colleagues, and administrators
- Strong organizational and administrative skills
- 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 & Anti Racism work
- Familiarity with virtual classroom Instruction
- Flexible and adaptive disposition
- A high level of personal musicianship
- Ability to play and teach entry-level ukulele & recorder classes desired but not required

Educational Requirements

Bachelor's degree in music or equivalent experience/training



Schedule

Early Childhood Classes take place at the Joy Faith Knapp Music Center (38 S. Peoria St., Chicago), and our Merit Music in Communities programming will take place at various locations throughout the Chicagoland area.

Candidates must be available to teach the scheduled **group classes** outlined below:

General Music and World Percussion (*starting October 24, 2022 - June 1, 2023*)

- Mondays - Thursdays: 4pm - 5:30m

Recorder (*starting January 11, 2023 - June 1, 2023*)

- Thursdays: 11am - 1pm

Early Childhood/General Music & World Percussion (*starting March 15, 2023 - June 8, 2023*)

- Wednesdays:
 - 11:30-12:15 (Single 45-min - class)
 - 1:45-3pm (Single 45-min class & Single 30-min class)

Compensation and Application

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.

To apply, please upload your resume detailing your relevant experience and qualifications for this role [using this link](#). Applications will be accepted through **October 2, 2022**. Materials should be compatible with Microsoft Word or Adobe Acrobat PDF.

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 is responsible for creating and sustaining a learning and working environment where difference is valued, and equity and inclusion are practiced.