

JOB DESCRIPTION: Part-Time Music Instructors

The Chicago High School for the Arts seeks dynamic part-time teaching artists for the 2010-11 school year in the Music Department to teach courses in one or more of the following areas:

- Brass
- Guitar
- Percussion
- Piano
- Strings
- Voice
- Woodwinds
- Jazz Ensemble
- Music History
- Music Theory

The hours of the arts conservatories are 2:00- 5:00 PM, Monday- Friday. Music courses are offered for either 60' on Monday/Wednesday/Friday or for 90' on Tuesday/Thursday.

Position Summary:

The goal of the ChiArts Music Department is to create a learning environment that will offer rigorous pre-professional arts training that challenges students to achieve at high levels. By senior year, ChiArts music students should be prepared for college auditions and equipped with an awareness of the many career opportunities open to them within the field of music. The ideal candidate to join the ChiArts music faculty will be a specialist in their field with a rich performance background as well as demonstrated skill and passion for teaching. Instructors at ChiArts will be required to design lesson and unit plans that properly assess student achievement and encourage skill development and critical thinking. It is also essential that faculty be able to provide differentiated instruction for students with varied backgrounds and learning styles. Beyond furnishing a rigorous experience in the classroom, ChiArts instructors will also guide their students to enriching outside opportunities for musical growth such as performance ensembles, competitions, festivals, and summer programs.

RESPONSIBILITIES:

Classroom and professional duties include, but are not limited to the following:

- Embrace and promote the ChiArts vision, mission, educational approach, goals, and core values
- Prepare structured lessons that encourage and foster skill development, critical thinking, applications, and ethics
- Instruct conservatory level courses, serving students with various learning styles, abilities and needs
- Employ outstanding classroom management skills and implement the school code of conduct
- Regularly assess student achievement, skill mastery and career development skills
- Submit unit plans on a timely basis

- Manage classroom administration and record keeping including: grades, attendance records, and student progress
- Manage set up and break down of equipment and furniture in shared teaching space
- Regularly communicate with students, parents and other ChiArts staff to share artistic progress, encourage positive behavior, and resolve behavioral and artistic issues
- Attend and participate in faculty and administrative meetings, parent conferences, open house, other school functions, and in- service professional development sessions
- Collaborate with the staff to develop “best practices” tailored to the unique philosophy and instructional approach of ChiArts and to the needs of its student population
- Collaborate with other ChiArts artistic and academic faculty and the larger arts community
- Perform other duties as the needs of the school and needs of the students may demand (e.g., competitions, exhibits.)
- Work with academic staff to ensure student’s overall success at ChiArts

SKILLS & QUALIFICATIONS:

- Minimum (7) years professional experience in the specific arts field (dance, music, theatre, visual arts)
- Minimum (4) years previous teaching experience at a pre-professional or professional level
- Bachelor’s degree and Illinois State Teacher Certification is preferred, but may not be required
- Excellent written and verbal communication skills
- Excellent interpersonal skills

SALARY

- Part- time position
- Pay will be commensurate with experience and qualifications.

APPLICATION PROCESS:

Qualified applicants should send the following materials to: opportunities@chiarts.org.

Please type the job title “Music Department – Area of Specialization” (e.g., Woodwinds) in the email subject. **No phone inquiries please.** Do not send videos, portfolios or other materials at this time.

- (1) Cover Letter
- (2) Resumes (teaching, performance, other related resumes)
- (3) Arts Instructor Questionnaire (including salary history and requirements)
- (4) 3-5 Professional References: Name, telephone number, and email

Finalists will be invited to submit sample lesson plans and provide a teaching demonstration at a later time. Be aware that every item listed on a resume is subject to verification and that any offer of employment is contingent on a successful background check.

--

Betsy Ko
Music Department Head
The Chicago High School for the Arts
773-534-9710 ext. 142