



Gifted Music School announces the following faculty vacancy:

Music Theory Instructor

Gifted Music School is pleased to announce the opening of a part-time Music Theory Instructor faculty position. Duties begin June 1, 2023 or later, as negotiated.*

**Note: Review of applications will begin April 24, 2023 and will continue until the position is filled. Highly qualified applicants should complete the online application by Friday, April 21, 2023 to guarantee consideration. For more information, or to suggest nominations for this position, please contact the Dean's Office at dean@giftedmusicschool.org.*

Job Summary

Gifted Music School seeks an experienced and engaging Music Theory Instructor to join the tuition-free Conservatory at Gifted Music School in Salt Lake City, UT. The instructor would join a serious teaching team committed to raising, nurturing, and instructing pre-college level students ages 8 to 18.

The Music Theory Instructor reports to the Theory Department Chair and will work in close cooperation with the Conservatory Manager, Dean, and Artistic Director, as well as other members of the team. The instructor's primary role is to teach Intermediate Theory: Diatonic Harmony II on a weekly basis.

Specific responsibilities for the Music Theory Instructor will include, but are not limited to:

- Teach diatonic harmony, counterpoint, and aural skills in a supportive and integrated classroom setting.
- Implement formative and summative assessments throughout the school year—this includes devising drills, assignments, and tests as well as administering rhythmic/melodic dictations, sight-singing exercises, aural-recognition drills, and error-detection exercises.
- Evaluate student progress to identify areas for improvement; provide clear and constructive feedback to students.
- Provide guidance and mentorship, helping students develop into well-rounded musicians.
- Coordinate and build relationships with other colleagues to foster a collaborative and community-driven school campus that nurtures creativity and intellectual curiosity.
- Conference with parents and students to address problems or provide counseling on students' musical and academic development.
- Perform administrative tasks associated with students' attendance, communications, grading, and scheduling.
- Report to the department chair and attend, assist, and contribute to school/departmental events.
- Perform other related duties as requested by the department chair or Conservatory Manager.

Hourly wage is commensurate with education and experience. The Intermediate Theory course for the 2023-24 school year will meet on Saturday mornings from 8:00 to 9:15 a.m. between August 26 and May 18. The class schedule is subject to change from year to year. Depending on the interests and qualifications of the candidate, there may be opportunities for a cross-appointment in our GRIT program.

Minimum Qualifications

- Master's degree in music preferred (undergraduate degree in music or related field will also be considered)
- Demonstrated evidence of effective instruction in diatonic harmony and aural skills
- Demonstrated ability to work both independently and as part of a team
- Demonstrated English proficiency; Spanish or other language would be a strong asset
- Applicants must demonstrate the potential ability to perform the essential functions of the job as outlined above

Preferences

In particular, we are looking for candidates with:

- A strong background in teaching music theory and aural skills to young, aspiring musicians in a supportive and integrated classroom setting.
- A firm grasp of diatonic harmony and facility with moveable *Do* and a *Do*-based minor.
- Advanced degrees (MA, MM, MMA, MS, DMA, or PhD) in music theory or theory pedagogy is preferred (a candidate holding a BM or BA will be considered) with significant experience in teaching theory and aural skills.
- An active teaching career and interest in making teaching activities at Gifted Music School a priority.
- Commitment to maintaining a reliable schedule and adhering to the school and department calendar.
- Excellent communication skills and ability to contribute to a high-performance team environment while being supportive of colleagues, staff, parents, and students.
- A strong commitment to diversity, equity, and inclusion in the classroom and meeting the needs of a diverse population.
- A strong understanding of the value of comprehensive music instruction.

Procedure

Step 1) Qualified applicants should upload the following materials to, and complete our online application form at www.giftedmusicschool.org/employment-application-form.

1. Cover Letter
2. Teaching Philosophy Statement
3. CV or Résumé
4. Contact Information for 2-3 Professional References from whom we may solicit a recommendation
5. (Optional) Video Teaching Sample

Step 2) Upon reviewing your application materials, the search committee may invite you to interview at Gifted Music School and/or provide additional materials (e.g. a sample lesson plan). This position may also require the successful completion of a criminal background check.

Gifted Music School

Gifted Music School is a nationally-recognized 501(c)(3) non-profit community music school located in Salt Lake City, Utah. We are committed to defining the standard for high-level music education and providing outstanding, comprehensive training to students of all abilities and backgrounds. Gifted Music School currently serves over 450 students ages 0-55+ and our faculty is made up of 51 world-class teaching artists.

Founders' Statement

"Unparalleled music education for all."

Mission

Gifted Music School nurtures artistry, character, and skills vital to a healthy community through exceptional, comprehensive music education.

Core Values

Collaboration | Accessibility | Discipline | Excellence

EEO/Diversity Information

Gifted Music School is committed to equal employment opportunity (EEO) and to compliance with state and federal anti-discrimination laws. It is our policy that employees should be able to enjoy a work environment free from all forms of unlawful employment discrimination or harassment. All decisions regarding recruiting, hiring, promotion, assignment, training, termination, and other terms and conditions of employment will be made without unlawful discrimination on the basis of race, color, national origin, ancestry, religion, pregnancy (including childbirth, pregnancy-related conditions, breastfeeding and medical conditions relating to breastfeeding), sex, sexual orientation, gender identity or expression, age, disability, work-related injury, genetic information, marital status and membership in the armed forces or reserves.

At Gifted Music School, we stand for excellence and promise a culture of success. We understand that people are our greatest asset; therefore Gifted Music School will not tolerate discrimination or harassment of any employee or applicant based upon these characteristics or any other characteristic protected by applicable federal, state or local law.