



DES MOINES SYMPHONY

JOSEPH GIUNTA MUSIC DIRECTOR & CONDUCTOR
THE LINDA AND TOM KOEHN ENDOWED CHAIR

ORCHESTRA & ACADEMY

VACANCY ANNOUNCEMENT

New Full-Time Position

Manager of Beginning Strings & Community Connections

Position Title: Manager of Beginning Strings & Community Connections

Reports to: Executive Director

Classification: Full-Time, Exempt

Supervises: Beginning Strings Faculty and Interns

Position Summary: The Manager of Beginning Strings & Community Connections will be a professional string educator and program manager for the Des Moines Symphony Academy's Beginning Strings Program; a program which offers group strings instruction to students pre-K through fourth grade. S/he will serve as the primary teacher at the Boys & Girls Club After-School Beginning Strings Program at George Washington Carver Elementary School in the Des Moines Public Schools, a flagship Des Moines Symphony Academy community partnership, and also at additional Boys & Girls Clubs. S/he will be charged with developing these programs to their full potential.

S/he will also be the principal advocate for the expansion of the Academy's Beginning Strings Program, creating partnerships with Central Iowa school districts, and key community youth-serving organizations. S/he will be a leader in the Symphony & Academy's administration and will work to ensure that all Academy Beginning Strings Programs cooperate with and support the efforts and advancement of the Des Moines Symphony Academy's Youth Orchestras program and private instruction teaching studios.

In addition to teaching and managing the Des Moines Symphony Academy's Beginning Strings Program, the Manager of Beginning Strings & Community Connections, working in collaboration with the Symphony's Marketing & Public Relations Department, will be the principal administrative leader and advocate for pursuing educational connections to the families of the Boys & Girls Club After-School Program and other community members and organizations to further the mission of the Des Moines Symphony & Academy to engage, enrich, educate and inspire a wide and diverse audience in Central Iowa. S/he will especially advocate for and pursue connections by working to

promote the Symphony & Academy's educational opportunities, including Academy scholarship opportunities, and family programs and youth concerts performed by the Des Moines Symphony Orchestra. This will include new and innovative approaches to help the Symphony & Academy connect with and serve a non-traditional, wider and more diverse audience in addition to its traditional audience.

The Manager of Beginning Strings & Community Connections will be responsible for preparing and monitoring program budgets pertaining to the Beginning Strings and Community Connections programs, including faculty, artistic production, operations and, in cooperation with the Marketing & Public Relations Department, promotional expenses. The Manager of Beginning Strings & Community Connections will be charged with recruiting, training, and scheduling Beginning Strings Program faculty and maintaining the instructional spaces necessary for the Beginning Strings Program, including at the Academy location as well as at school and Boys & Girls Club locations; will be responsible for all equipment and musical instruments used in the program; will be the liaison with all vendors to the Symphony & Academy who provide musical instruments, equipment and materials for the Beginning Strings Program; and will be responsible for the professional archiving of correspondence and data generated to further the goals of the Symphony & Academy's Community Connections initiatives.

As a member of the Des Moines Symphony administrative team, the Manager of Beginning Strings & Community Connections will interface and cooperate with the entire Symphony administration to pursue the goals of the organization and assist the Music Director and Executive Director as needed for Community Connections initiatives.

S/he will participate in concert duty responsibilities and other events as appropriate. The position requires evening and some weekend work.

THE POSITION:

Salary range is \$30,000 - \$35,000 and is commensurate with experience. Medical, dental, life insurance, 401(k), parking and PTO benefits are offered.

REQUIRED QUALIFICATIONS:

An accomplished string player with a Bachelor's degree in Music Performance and/or Music Education with an accredited college or university. A demonstrated successful experience with group instruction of beginning strings and expert knowledge of young musicians' educational materials and string ensemble repertoire is required. The successful candidate will be a highly-organized professional and experienced leader who can prioritize multiple tasks and can successfully create relationships in the community. S/he will possess excellent verbal and written communication skills. Proofreading skills and attention to detail are a must. Past experience with a musical, arts or educational organization is preferred.

The Des Moines Symphony uses the Microsoft Office Suite, Microsoft Outlook, Adobe Creative Suite and Wordpress. Patron Manager is our CRM.

IDEAL QUALIFICATIONS:

We seek an energetic, motivated, creative, and experienced educator and leader with highly developed interpersonal, communication, strategic, teamwork and relationship building skills. S/he will be an enthusiastic advocate for the Des Moines Symphony & Academy and will have or can establish an effective network of relationships in the Central Iowa music education community.

THE ORGANIZATION:

The Des Moines Symphony is a not-for-profit, professional orchestra formed in 1937 to enrich, educate and inspire the community by performing great orchestral music. Celebrating its 14th anniversary, the Des Moines Symphony Academy, housed in the historic and restored Temple for Performing Arts in downtown Des Moines, provides enriching, comprehensive and interactive music education experiences where students are taught, directed and mentored by recognized local professional musicians and educators and world renowned guest artists. The Academy serves over 550 students each week through private and group lessons; ensemble training and performance through its flagship Youth Orchestras program, including four youth orchestras and associated honors chamber ensembles; and other collaborative programs to introduce area youth to music, including ongoing collaborations with the Boys & Girls Clubs of Central Iowa at Carver Elementary and other area educational and cultural organizations. The Des Moines Symphony Academy is one of only five music schools in the country to benefit from a direct affiliation with a professional orchestra, and its programs attract student musicians from communities throughout the Des Moines metro and Central Iowa.

The Symphony Association, governed by a 23-member volunteer Board of Trustees and operating on an annual budget of more than \$3.5 million, supports both the Symphony Academy and its numerous education programs, and supports the Des Moines Symphony Orchestra, led by Music Director & Conductor Joseph Giunta, who this season celebrates his 29th anniversary with the Orchestra. Each season, the Orchestra performs seven pairs of Masterworks concerts, a Pops series including the traditional New Year's Eve Pops, education, outreach and family concerts, and other special events in its home at the acoustically acclaimed Des Moines Civic Center. Concerts are also heard on Iowa Public Radio Classical, the Radio Home of the Des Moines Symphony. The Des Moines Symphony also produces and performs the annual Yankee Doodle Pops concert in July on the grounds of the Iowa State Capitol, which this year attracted more than 100,000, the largest single day attendance of any concert event in the State.

ABOUT DES MOINES, IOWA:

With a metro population of over 620,000, Iowa's capital city is becoming more and more known as a progressive, dynamic and growing cultural, business, political and educational center. Des Moines has emerged as one of the Midwest's strongest local economies and most desirable metro areas and its citizens enjoy a thriving, vibrant downtown and low cost of living. It has recently been highly ranked by many national publications and earned Policom's number one ranking for "Strongest Local Economy." It placed second in *Forbes'* list of "Best Places for Business and Careers" and first in the same publication's list of "Best Cities for Young Professionals."

Since 2000, more than three billion dollars has been allocated to redevelop the City's downtown, including the addition of the \$40 million world-class Pappajohn Sculpture Park and an updated, public art-filled (Principal)

Riverwalk. It is home to Drake University, Iowa's largest private university, and shares many benefits with Ames, Iowa, 30 miles to the north and home to Iowa State University.

The region boasts one of the nation's largest interconnected trail systems, with more than 300 miles of biking and walking trails. The city's average commute time is 20 minutes, and the cost of living in Des Moines is more than 6.1% below the national average. Its safe communities, low housing costs and quality education helped it earn *Kiplinger's* 2012 ranking for "Best City for Families."

APPLICATION PROCESS:

Please submit a cover letter of application and resume to:

Richard L. Early
c/o Renée Davenport
Executive Director
Des Moines Symphony
The Temple for Performing Arts
1011 Locust Street, Suite 200
Des Moines, IA 50309

Or via e-mail to: richard@dmsymphony.org Visit us at: www.dmsymphony.org

Application screening process will begin on September 18, 2017.