

PhilKids Program Lead

The Calgary Philharmonic has been a pillar of Calgary's vibrant arts scene since 1955 and in that time has grown to be one of Canada's most celebrated live music ensembles. Led by Music Director Rune Bergmann, the Orchestra presents a wide range of concerts, inspiring education programs, and reaches audiences worldwide through free and accessible digital programming. In addition to 66 full-time orchestra musicians, the Calgary Phil is one of two major symphony orchestras in Canada that has its own chorus of over 120 volunteer singers. In a typical season, the Calgary Phil welcomes over 100,000 visitors, connecting audiences to live music experiences, and serves the city of Calgary by fostering creativity and belonging. Your Phil. Your Music.

The Role

The Calgary Phil is hiring a contractor for the role of Program Lead for its after-school music program, PhilKids. Reporting to the Manager, Education + Outreach, the Program Lead oversees the program on location and supervises Program Coordinators and Teaching Artists.

Responsibilities

- Manage day-to-day operations of the after-school music program
- Supervise up to ten PhilKids team members
- Oversee attendance of students and teachers
- Oversee registration and communication with student families
- Oversee and maintain instrument inventory and distribution
- Serve as the main contact for day-to-day operations to the facility, student families, and other program members on-site
- Serve as the main contact to Calgary Phil Administration and communicate and report relevant information to Manager, Education + Outreach
- Ensure lesson delivery is consistent with program objectives

Desired Qualifications

- Minimum two years' experience in elementary music education and classroom knowledge
- Certification in music education teaching philosophies such as Kodály, Dalcroze, Orff
- Experience developing curriculum and implementing lesson plans
- Experience in administration and comfort using online Microsoft tools
- Reliable, honest, strong communication skills

Requirements

- Current Police Information and Vulnerable Sector Check
- First Aid Certification
- Reliable transportation to schools in Calgary's north-east quadrant

Additional Details

- This position is part-time with an hourly rate of \$30
- This position will require evening work
- Lessons are held four days a week at two separate schools:
Falconridge Elementary School – Monday / Wednesday from 3PM to 5:30PM
Keeler Elementary School – Tuesday / Thursday from 2:20PM to 4:50PM
- PhilKids follows the Calgary Board of Education's Traditional Calendar and the Modified Calendar:
PhilKids lessons do not take place on school holidays

Application Process

Application deadline: 12 November 2024

Applications will be reviewed regularly, and suitable candidates may be contacted before the deadline. No phone calls or emails please.

Please send cover letter and resume to:

Alysha Armanious,

Manager, Education + Outreach

aarmanious@calgaryphil.com with the subject line "PhilKids Program Lead"

The Calgary Phil is committed to fostering an anti-racist, equitable, diverse, and inclusive environment and, as such, encourages qualified candidates from a diverse range of backgrounds.

If you require accommodation for the recruitment/interview process, please let us know so we can work with you to accommodate your needs.

We thank you for your interest in the Calgary Phil. Please note only shortlisted candidates will be contacted.

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