



Position Title: Digital Music Instructor

Our mission is to eliminate barriers to high-quality music education. Through music, we support youth as they develop their full creative and personal potential.

Department: Programs
Supervises others: No
Reports to: Program and Community Engagement Director
Employment Status: Part-Time Employee
FLSA Status: Non-Exempt
Hourly Rate: \$53/hour
Benefits: Part-time benefits package
Location: 919 E. Jefferson St., Phoenix, AZ
Remote Eligibility: No
Telework Eligibility: No

Rosie's House believes that a diverse staff is necessary to achieve the vision of our work. We encourage applications from candidates who can contribute to the diversity of our workforce across a range of dimensions. Individuals who identify as Black, Indigenous, Latino/a/x, Asian, Pacific Islander or other People of Color, people who are queer, trans, non-binary, people with disabilities, people who are immigrants, people from poor and working-class backgrounds, and people who are/have been system-impacted are strongly encouraged to apply. As an **Equal Opportunity Employer**, Rosie's House will not discriminate against an employee or applicant on the basis of age, race, color, religion, national origin, physical or mental disability, sexual orientation, or marital status.

Primary Functions and Responsibilities

Teaching Responsibilities

- Teach digital music classes for beginner, intermediate, and advanced students, grades 5-12
- Create lesson plans and supplement materials as needed
- Evaluate and report on the progress of students
- Communicate about the progress of students with students and their parents
- Prepare students for recitals and organize recital programs
- Attend faculty meetings and special school events

Skills, Traits, and Qualifications

- Thorough knowledge MacOS, Ableton Live Suite, audio recording and engineering software and workstation hardware, microphones
- Experience teaching and evaluating students grades 5-12 consistently over 3+ years, with proven results in their learning and musical development
- Ability to identify and meet each student's learning needs
- Experience integrating project-based learning and student leadership development in the group-class setting
- Commitment to respectful, compassionate, and proactive communication with students, families, colleagues, and staff
- Passion for transforming lives through high-quality music education

Schedule

- Wednesdays 4:00pm-8:00pm (4 hours weekly)
- Start date is August 19th
- See Program Calendar (next page)
- Additional hours might be required for training, special projects, and events

Program Calendar (30 lesson weeks)

- **Fall Semester (2023), August 19th – December 13th**
 - Thanksgiving Break, November 20st – 25th
 - Winter Break, December 14th – January 7th
- **Spring Semester (2024), January 8th – May 11th**
 - Dr. Martin Luther King Jr. Holiday, January 15th
 - Spring Break, March 11th – 15th

Experience and Education

Required

- Bachelor's degree and 3 years teaching experience | or, 7 years teaching experience
 - At least 1 year in a community music school setting or equivalent setting
- Ability to receive/maintain a fingerprint clearance card

Preferred

- Master's degree or Doctoral degree
- Arizona Teaching Certification

Benefits

- **Sick Time:** Part-Time employees accrue sick time
- **Retirement:** Rosie's House offers a 401k plan option.

How to Apply

Please submit your cover letter, resume, Employment Application and Safety Application to employment@rosieshouse.org using Digital Music Instructor and your name in the subject. The Employment Application and the Safety Application can be found on the [Rosie's House website](#).

Rosie's House is committed to creating a safe environment free from abuse of any kind. Rosie's House has policies that safeguard our students including Sexual Abuse Awareness Training, Screening Process and Criminal Background Check for all faculty and staff members before employment begins.

Conditions: This position description does not promise or imply that the functions listed are the only duties to be performed or that the position may not change. Company reserves the right to revise the responsibilities or to require other or different tasks be performed at any time.

More about Us

At Rosie's House our work culture is supportive, collaborative, transparent and mission focused. Rosie's House employs seven full-time staff, 23 part-time highly trained music educators, and has an annual operating budget of approximately \$1,200,000 (contributed revenue model). Our team believes music education creates hope, fuels the imagination, sparks creativity, and is a powerful force for social justice and vitality in our community.

Providing over 500 students, grades K-12, with lesson opportunities in piano, strings, winds, percussion, guitar, choir, digital music, and Mariachi, Rosie's House is one of the largest 100% free music programs nationwide. For more information visit www.rosieshouse.org