

# FREIGHT & SALVAGE

## DIRECTOR OF EDUCATION & COMMUNITY ENGAGEMENT

**Hours:** Full-time, occasional evening and weekend hours required. **Open to two half-time positions** depending on expertise of applicants (such as one position serving children and youth, and one serving adults, or one position serving internal programs and one providing outreach).

**Salary:** Depends on experience; includes health insurance, optional FSA and 403(b), sick and vacation time, free entry to all shows

**Location:** 2020 Addison St., Berkeley

### ABOUT THE FREIGHT

The Freight & Salvage is a nonprofit community arts organization dedicated to promoting public awareness and understanding of traditional music—music that is rooted in and expressive of the great variety of regional, ethnic, and social cultures of peoples throughout the world. Though we acknowledge these origins, the range of music we present and teach about is broad. Considering the importance of traditional music and the difficult history of injustice that surrounds much of it, we're taking steps to ensure that our work, as presenters of that music, is respectful, inclusive, and equitable.

The Freight's 12 full-time and 35 part-time staff is a highly skilled, dynamic group of folks who have together created an excellent workplace environment. As an anchor organization for the downtown Berkeley Arts District, the Freight holds over 320 performances annually as well as a variety of classes on evenings and weekends.

The Freight currently serves over 1000 adult students annually in a variety of classes, workshops, and the Freight Singers community chorus. About 60 elementary aged children are served in the Freight'

### POSITION OVERVIEW

The Freight is seeking an experienced professional to join the senior leadership team as the Director of Education and Community Engagement. This is a new position (or positions), designed to: 1) build new music education programs for children and youth in collaboration with schools and community organizations; 2) provide leadership for existing classes and workshops for adults; and 3) to create new opportunities for education and community engagement—especially with communities with little access to music education. Working with other senior staff, the Director of Education and Community Engagement will create programming aligned with the Freight's strategic initiatives.

## **RESPONSIBILITIES**

### **Children and Youth**

- Strengthen and expand education programs for children and youth with an emphasis on access to music education for children and youth who are currently under-served (i.e., afterschool programs, summer programs, open mic, etc.)
- Develop and implement pilot programs for middle school students in collaboration with Berkeley Unified School District (BUSD) and independent schools in Berkeley aligned with state music education standards.
- In the future expand the work to other local school districts.
- Supervise and support music teacher(s), substituting as necessary

### **Classes and Workshops for Adults (current programming)**

- Develop an exemplary education program that builds on the current 200+ offerings each year and substantively expands participation from communities not currently served or underserved in the Freight's education programs
- Schedule, communicate regularly with, support, and supervise current teachers
- Create evaluation system for current class offerings to determine what's working, what's missing, and to grow breadth and depth of engagement

### **Community Engagement Events**

- Work with Director of Programs to identify programming for audiences attending shows, such as panel discussions on socially relevant topics and other educational opportunities
- Work with teachers to plan and coordinate recitals and open mics for students
- Plan and oversee implementation of free community open houses
- Create new programming designed to engage new audiences for the Freight
- Develop educational programming highlighting music of resistance

### **General & Administrative**

- Participate in weekly staff meetings and other all-staff events
- Work with other departments to support their work (i.e. work with grant writer to design education grant applications; work with Director of Marketing to communicate with the public about education programming, etc.)
- Provide regular (oral and written) reports for board and staff on progress toward goals including monthly reports for the Board
- Occasionally attend board meetings
- Gather and report necessary data

## QUALIFICATIONS

- A minimum of three years of leadership experience in Education and Community Engagement required
- A minimum of three years experience designing and implementing educational programs for children and youth required
- A demonstrated track record of working effectively to create or expand access to programs and services to communities of color and other individuals and communities historically marginalized
- Experience and/or knowledge about school-based programming in the East Bay strongly preferred
- Bachelor of Arts, or a highly related degree strongly preferred
- Curriculum development experience a plus
- Bilingual in Spanish and English a plus
- Excellent written and oral communication skills required
- Ability to work collaboratively and independently
- Ability to manage multiple projects and priorities simultaneously, adjusting workload to meet changing circumstances
- A demonstrated interest in working collaboratively with others to create and sustain a welcoming environment at the Freight grounded in the values of equity and inclusion and a commitment to multicultural organizational practices.

### **TO APPLY:**

Please submit resume and cover letter to Sharon Dolan, Executive Director indicating whether you are interested in full or part-time and your areas of strength and experience.

[Sharon@freightandsalvage.org](mailto:Sharon@freightandsalvage.org). Position open until filled.

People of color and LGBTQ people encouraged to apply. The Freight is an equal opportunity employer committed to providing equal opportunity to its employees and applicants for employment without discrimination on the basis of race, religion, gender identity or expression, sexual orientation, age, disability, or any other reason unrelated to ability to perform the position.