

THE CANTON SYMPHONY ORCHESTRA (“CSO”)

POSITION DESCRIPTION

TITLE: Canton Youth Symphonies Education Assistant
REPORTS TO: Manger of Education and Community Engagement
TIME FRAME: August 2024– December 2025 (option for full-year)

SUMMARY DESCRIPTION: Helps with the management of the Canton Youth Symphonies program by assisting during rehearsals, professional development events, and other student events. Founded in 1961, the Canton Youth Symphony was created to give talented young students the experience of playing in a full orchestra. Designed as a supplemental educational experience to public and private school music programs, CYS strives to create music at the highest level while encouraging the artistic and personal growth of the students. Led by Music Director, Matthew Jenkins-Jaroszewicz, the Canton Youth Symphony has grown to include three ensembles and is made up of students from nine counties in the Northeast Ohio area. Elementary through high school students occupy the three ensembles of the program and enjoy the challenging and joyful educational experience that CYS creates.

PROCESSES AND DUTIES:

- Take attendance at all rehearsals including the Canton Youth Strings, Canton Youth Symphony, and Canton Youth Symphony Advanced Orchestra. Update and track student forms.
- Attend all rehearsals and assist Conductors and Manager of Education as needed.
- Assist with set-up of rehearsals and on-site at all CYS concerts.
- Distribute music to students and make copies as needed. Transposition skills are a plus.
- Answer student questions about instrument technique and other musical questions.
- Create and implement student professional development sessions with Manager of Education.
- Help brainstorm and organize other learning opportunities for students including field trips, performance opportunities, chamber music, etc.
- Coach chamber groups and play in an ensemble as needed.
- Assist with recruitment and create new strategies as needed.

POSITION REQUIREMENTS:

1. Majoring in Music Education, Music, or some other related field (or equivalent experience).
2. Outstanding computer, written, and spoken communication skills.
3. Organizational skills, and the ability to adapt when necessary to the changing needs of the organization.
4. Knowledge of string, wind, brass, and/or percussion technique.
5. Ability to work independently.
6. High degree of creativity in problem solving.
7. Good knowledge of orchestral music and extraordinary ability to advocate the cause and benefits of the Canton Youth Symphonies.

TYPE OF POSITION: \$10.45/hour (about 6.5 hours weekly). Required attendance at CYS rehearsals; Mondays, 5-8:30pm and Tuesdays, 5:30-8:30pm. Other hours as needed. If interested, please send a resume and cover letter to Caroline Eberhard at ceberhard@cantonsymphony.org. **Applications are due by August 1, 2024.**