



**POSITION TITLE:** Director of Education and Community Engagement

**DEPARTMENT:** Education and Community Engagement

**SALARY RANGE:**

**VERSION DATE:** 4/12/2023

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### **About the BSO**

Founded in 1881, the Boston Symphony Orchestra (BSO) is one of the premier orchestras in the world. The BSO is committed to being a best-in-class employer that brings artistic excellence and cultural relevance through music and performances to the local and international communities.

### **About the Role**

The Director of Education and Community Engagement provides internal and external leadership for program that support the BSO's commitment to music education and community engagement. The person in the role serves as the lead translator of the BSO aspirations for education and community engagement by acting as a connector between the orchestra, development, marketing, and artistic programming.

The Director of Education and Community Engagement is responsible for linking the BSO with the larger arts organizations, developing and expanding programming, and creating strong connections across schools and communities. This position is responsible for raising the visibility of the BSO and its commitment to quality education and community engagement work. The Director of Education and Community Engagement is supported by two (2) full-time direct reports.

### **Job Responsibilities**

- Provide primary leadership, management, and strategic direction for all BSO education and community engagement programs.
- Supervise all departmental staff, including recruiting, hiring, supervision and evaluation of five direct reports.
- Work collaboratively with orchestra musicians and various BSO departments on education and community involvement.
- Represent the department in formal interactions with the musicians of the BSO.
- Lead the continuation of the Orchestra Ed-CE Committee.

- Develop systems that address and evaluate the quality and impact of Education and Community Engagement programs; seek and engage external evaluation support as appropriate.
- Work across the institution to advance the goals of the organization in specific program areas that include, but are not limited to:
  - BSO In Residence
  - Youth and Family Concerts and related activities
  - High School Open Rehearsals
  - Days in the Arts
  - Educators Advisory Council
  - Collegiate Ambassadors
  - Concert for Very Young people
  - Community Chamber Concerts
  - College Card programs
  - Symphony for Our City
  - Concerto Competition
- Oversee and manage resource development, development/fundraising and budget planning and management as related to Education and Community Engagement.
- Collaborate closely with the Development Department to seek and maintain external funding on an ongoing basis – foundation, government, individual, and corporate.
- Provide accountability through evaluation and data analysis of programs impact and outcomes.
- Represent the Education and Community Engagement Department in Board settings and interactions; build and sustain appropriate departmental relationships with Trustees and Advisors.
- Lead the implementation of the BSO's Education and Community Engagement strategy.
- Develop and implement the BSO In Residence program (2017 and beyond).
- Support the objectives of the Board as endorsed by the Mission, Program and Engagement Committee (to launch in 2019) and other Board initiatives.
- Serve as formal contact to the department for the Germeshausen Youth and Family Concert Conductor; collaborate with Conductor to create and advance programs for BSO Youth and Family Concerts and to involve the Conductor as appropriate with other strategic initiatives.
- Implement the BSO's Audience Development strategy, incl. the Free Concerts, Tanglewood In the City, Community Chamber Concerts, Free Fun Friday , and Summer Sundays at Tanglewood, pop-up performances, and community ticketing.

- Program and build the annual Tanglewood Family Concert, engaging BSO players in the planning and execution of the performance on an ongoing basis.
- Serve as public face for the BSO Education and Community Engagement Department for external stakeholders, working closely with community partners and leaders.
- Serve as the BSO representative in the new BEAM (Bridge to Equity and Achievement through Music), a multi-year grant from Mellon Foundation involving five partner organizations in Boston.
- In collaboration with the Public Relations Dept, encourage and facilitate effective communications with external audiences to ensure alignment of goals and effective use of resources.
- Represent the BSO at relevant professional and community meetings.
- Oversee departmental communications efforts with internal and external stakeholders.
- Oversee programmatic evaluation process and reporting.
- Stay updated on issues and best practices in similar work within/beyond arts sector.

#### **QUALIFICATIONS**

- Prior leadership experience in non-profit arts/cultural management, arts administration.
- Significant experience in goal setting and strategy development.
- Knowledge of classical music.
- Demonstrated project management and implementation skills.
- Prior experience managing all aspects of budgetary responsibilities.
- Ability to organize, convene, and maintain positive working relationship with diverse stakeholders.
- Ability to analyze data and apply analysis to refine and improve programs and program strategies.
- Superior written and oral communication skills.
- Demonstrated success in team management.
- Strong organizational, supervisory and management skills.
- Required flexible schedule, incl. morning, evening, and weekend program activities and meetings.
- Advanced degree preferred.

*The BSO is an equal opportunity employer, and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability status, protected veteran status, or any other characteristic protected by law.*