

Associate Dean and Director of Jazz Arts
Manhattan School of Music (NY)

Direct Link: <https://www.AcademicKeys.com/r?job=135996>

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Posted Jan. 9, 2020, set to expire May 10, 2020

Job Title Associate Dean and Director of Jazz Arts
Department Jazz Arts
https://issuu.com/msmnycdocs/dean_of_jazz_arts_listing-02.07.20?fr=sMjk4ZTI1NTQ1Ng
Institution Manhattan School of Music (NY)
New York, New York

Date Posted Jan. 9, 2020

Application Deadline Open until filled

Position Start Date Summer 2020

Job Categories Department Head/Head/Chair
Director/Manager
Associate/Assistant Dean

Academic Field(s) Music - Jazz

Job Website <http://www.msmnyc.edu>

Apply By Email provost@msmnycdocs.edu

Job Description

The Associate Dean and Director of Jazz Arts will be joining Manhattan School of Music at a pivotal moment as it moves into its second century, seeking to build on its tradition of excellence while securing its long-term future through proactive planning and resource development. The successful candidate will join an institution with a clear vision for the future and a commitment to working in a collaborative and supportive spirit to enhance the School's reputation as a leader in professional music education with a history of excellence.

Domains:

In executing the Associate Dean/Director's portfolio of responsibilities, the successful candidate will:

- Promote artistic and academic programming that reflects artistic excellence and a culture of inclusion

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within a student-centered environment and foster a high level of collegiality among faculty and staff.

- Lead artistic programming that features performances focused on developing and expanding students' experience in performing standard and new repertoire, and supporting students' creation of original compositions and arrangements.
- Engage guest artists for performances and master classes/guest lectures and manage the equitable selection of participating students.
- Serve as an academic and artistic advisor to Jazz Arts students as they navigate their curriculum and make course selections to meet degree requirements; provide artistic, pre-professional advice and mentoring of students, linking students to summer programs, young artists' programs, and collaborating with the Center for Music Entrepreneurship.
- In tandem with the Dean of Academic Affairs, monitor Jazz Arts student retention, contributing ideas and strategies to increase retention.
- Determine course sequencing and section offerings balancing curriculum requirements with allocations of instructional budget and approved faculty loading.
- Evaluate, revise, and ensure curriculum reflects students' needs, including content and sequence of offerings.
- Review and evaluate faculty teaching using course evaluations and MSM's formal faculty review processes.
- In consultation with the EVP/Provost, recruit, hire, and support/review all program faculty.
- Collaborate with Deans of Enrollment Management and Academic Affairs to develop and implement recruitment strategies to matriculate and retain a balanced enrollment of Jazz Arts majors.
- Collaborate with Associate Dean/Directors of Musical Theatre and Vocal Arts on programmatic and curriculum development.
- Explore and promote external artistic partnerships to elevate the production value of performance productions, create more visibility for the Jazz Arts program, and lead to fiscally and environmentally sustainable production practices.
- Work with the EVP/Provost, Dean of Academic Affairs, and Associate Dean of Assessment and Academic Programs to create and maintain assessment methods, analytics, and responses related to internal and external program reviews.
- Oversee Jazz Arts budgets and participate actively in budget planning and projections for instruction, performance, and production operations.
- Participate as a member in the Curriculum Committee, the Artistic Planning/Calendar Committee, the Council of Chairs, and other committees as assigned.
- Work with the Office of Advancement to identify donors and strategies for increasing scholarship, capital, and production support.

Preferred Qualifications:

Manhattan School of Music seeks a vibrant, collaborative, communicative, and dynamic leader with an

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ability to link artistic and academic experiences for students' educational and artistic growth and progress in the Jazz Arts program.

- Significant professional experience as a recognized jazz performer and/or composer.
- Substantial and successful teaching in jazz at the college or young artist levels.
- Administrative experience in an academic setting, with strong understanding of curricular design, professional training, general education and program/faculty assessment.
- Communication skills and ability to promote the Jazz Arts program to a broad constituency of prospective students, alumni, and potential/current donors.
- Ability to lead and inspire students and professional faculty and staff.
- MM in Jazz Performance, Composition, or related area of study preferred.

Contact Information: Send cover letter, résumé/curriculum vita, and list of three references to:
Office of the Executive Vice President and Provost
(provost@msmnyc.edu)

For fullest consideration, application materials should be received by February 7, 2020.
Application review will continue until position is filled.

EEO/AA Policy

Equal employment and equal educational opportunity have been and will continue to be fundamental principles at Manhattan School of Music, where employment and enrollment are based upon personal capabilities and qualifications without discrimination or harassment because of race, color, religion, sex, sexual orientation, gender identity or expression, the status of being transgender, age, national origin, marital status, citizenship or veteran status, disability, or any other characteristic protected by law. Manhattan School of Music does not permit retaliation against individuals who oppose a discriminatory practice or participate in an investigation.

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

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