

## MUSIC INSTRUCTOR/COORDINATOR OF PIANO AND DIGITAL AUDIO

PRIORITY FILING DEADLINE: February 23, 2012  
(initial filing deadline - open until filled)

### GENERAL DESCRIPTION

Santa Rosa Junior College is seeking an individual with demonstrated instructional skills to join an outstanding team of faculty and instructional administrators to provide high quality services to our district, our community, and most importantly to our students. This is a full-time, regular contract position in the Music Department at Santa Rosa Junior College, beginning Fall Semester, August 2012. Appointments are contingent upon Board approval.

### DEPARTMENT DESCRIPTION

The Santa Rosa Junior College Music Department is currently composed of four full-time and 35 adjunct faculty who are deeply devoted to the art of music and to its pedagogy. We offer Associate in Arts degrees in Instrumental Music, Vocal Music, and Jazz Studies, and have recently added an Associate Degree and Vocational Certificate in Digital Audio. We also provide the core curriculum for students seeking transfer to the CSU and/or UC as Music majors or minors along with General Education survey courses and other opportunities for enrichment. Our performing groups include Symphonic Band, Wind Symphony, Concert Choir, Chamber Singers, Vocal Jazz Ensemble, Orchestra, Jazz Bands, Jazz Combos, and other ensembles which concertize both on-campus and out in the community on a regular basis. Our outstanding Applied Music program provides opportunities for individual instruction and recital performance for our Music majors. The Department regularly hosts performances and master classes by renowned guest artists, and we are closely allied with other musical groups in the community including the Santa Rosa Symphony, the Santa Rosa Symphonic Chorus, and various music teacher organizations.

### QUALIFICATIONS

Required:

Master's Degree in Music; OR Bachelor's Degree in Music AND Master's Degree in Humanities; OR the equivalent; OR possession of a fully satisfied (Life) California Community College Instructor's Credential in Music. In

addition to the educational requirement listed above, candidates must also possess extensive professional experience in the Digital Audio field equivalent to two years of full-time experience.

Requires a sensitivity to, and understanding of, the diverse academic, socioeconomic, cultural, disability, and ethnic backgrounds of community college students.

If you do not possess the minimum qualifications exactly as stated above, you must file for equivalency. If claiming equivalency, applicants are responsible for documenting all course work, degree programs and related professional experience at time of application.

Preferred:

- Experience teaching class piano and studio piano at the college/university level
- Record of performance as a pianist, solo and collaborative
- Experience managing a college piano laboratory
- Experience teaching Digital Audio concepts and applications to college-level students
- Experience with analog and digital recording, including familiarity with microphone selection and placement, signal flow, and other fundamental concepts of audio recording
- Fluency with Digital Audio Workstations (DAWs) including Pro Tools and others
- Familiarity with other Digital Audio software such as destructive editors, sound font editors, virtual synthesizers, etc.
- Experience managing and coordinating a Digital Audio laboratory
- Knowledge of current trends and developments in Digital Audio and piano pedagogy
- Possession of a strong additional teaching area such as Music Appreciation, Music Fundamentals, or others

#### POSITION DESCRIPTION

The Coordinator of Piano and Digital Audio position has the following responsibilities:

- Instruct Class Piano courses and/or individual Applied Piano students as needed
- Coordinate the audition and placement of Class Piano students each semester

- Supervise and coordinate the maintenance of the piano inventory, including several concert Steinway grands
- Supervise and maintain the Forsyth Piano Lab with 17 Kawai electronic pianos
- Instruct courses Digital Audio (Audio Recording 1 & 2, Introduction to MIDI, Digital Audio: Fundamentals, Digital Audio: Multimedia) as needed
- Supervise and maintain the Forsyth Recording Studio and Maggini Digital Audio Lab in conjunction with the SRJC Media Services and Information Technology departments
- Actively participate in the coordination of the District Digital Media program and its advisory committee as the liaison for Music/Digital Audio
- Actively participate in Applied Music and Music Scholarship auditions and juries each semester
- Recruit students for the Music and Digital Audio programs
- Teach other classes based on ability and the needs of the Department

SRJC offers courses at two campuses, located in Santa Rosa and Petaluma, as well as multiple satellite locations within the district, including on-line. While your primary assignment may be for the Petaluma or Santa Rosa Campus, please note the district reserves the right of assignment to any location, and that assignments could involve any combination of day or evening classes with weekly office hours being mandatory. Instructors assume responsibility for maintaining currency in the field and for updating existing courses and developing new curricula (including courses that serve community needs, such as short, non-credit, or on-line courses); assisting in the assessment of student learning outcomes; participating in department activities and other college service such as committee work; managing laboratories and participating in community outreach on behalf of the college.

SRJC attracts and retains the most qualified faculty and staff from diverse backgrounds. This is achieved through an inclusive recruitment strategy and a rigorous, thorough hiring process that begins with the fair and consistent evaluation of each application for minimum qualifications and demonstrated skills specific to each position. Because the ability to serve students from broad cultural heritages, socioeconomic backgrounds and genders is a key commitment of the College mission, SRJC actively encourages applications from candidates who recognize the value that diversity brings to a professional educational community.

## COMPENSATION PACKAGE

- Starting Salary Range: \$53,938 - \$76,871 per year (2011/12 Faculty Salary Schedule - the rates on this schedule include a 2.116% pay reduction and a 1.13% furlough). Teaching experience, other related professional experience, and academic degrees determine salary placement on a schedule that is competitive with other California Community Colleges.
- Benefits: The District offers a competitive health and benefit package for employees and eligible dependents.
- Leave/Holiday time: Full-time faculty members earn one day of sick leave for each month worked and are entitled to holidays recognized by the District that fall within the regular academic year.
- Housing: A mortgage loan at reduced fees may be available to the candidate selected for this position (contact Human Resources for more information).

## APPLICATION MATERIALS AND PROCEDURES

To receive application materials, please contact:

Human Resources Department

Santa Rosa Junior College

1501 Mendocino Avenue

Santa Rosa, California 95401

(707) 527-4954 • Fax (707) 527-4967

Employment Page: <a

href="<http://apptrkr.com/227122>"><http://www.santarosa.edu/hr></a>

Human Resources is located on the Santa Rosa campus in the Button Building at 1988 Armory Drive on the west side of campus parallel to Highway 101. Hours are 8:00 a.m. to 5:00 p.m., Monday through Friday.

\* It is the candidate's responsibility to be sure that all required materials reach Human Resources by 4:00 p.m. on the priority filing deadline to be given priority consideration for the position. For applications received after the priority filing deadline where the committee has already begun the initial screening process, materials will be kept on file and only be considered if the initial screening is unsuccessful. Contact Human Resources for details.

It is the candidate's responsibility to be sure that all required materials reach Human Resources by 4:00 p.m. on the priority filing deadline to be given priority consideration for the position.

If you are in need of special services or facilities due to a disability in order to apply or interview for an opening, please contact the Human Resources Department.

Following the priority filing deadline, applications which are complete for screening will be forwarded to a screening committee for review.

Approximately 15 to 20 days later, we will notify you whether or not you have been chosen for interview. Those applicants most suitably qualified for the position will be invited for interview before a screening/interviewing committee. While we are not able to reimburse candidates for travel expenses relating to their first interview, those candidates selected as finalists for full-time faculty and/or administrative positions will be offered a travel stipend for their finalist visit(s).

#### MATERIALS REQUIRED FOR THIS RECRUITMENT

In order to be given priority consideration for this position, applicants must submit AN ORIGINAL PLUS ONE COPY OF EACH of the following documents by the priority filing deadline:

1. A completed Santa Rosa Junior College Faculty Application Form, Personal Data Form and Applicant Notification Form. Voluntary Data Form is optional.
2. A brief cover letter explaining your interest in the position, including how you meet the requirements and are qualified to perform the duties as listed in the "Position Description" section of this announcement.
3. A brief statement describing your demonstrated experience in understanding and being sensitive to the diverse academic, socioeconomic, cultural, disability and ethnic backgrounds of community college students and staff.
4. Current Resume
5. Copies of transcripts of all college level course work. Unofficial copies (both sides) are acceptable, but official transcripts must be submitted prior to hiring. If transcripts are from an institution outside of the United States, applicants must provide a formal evaluation of their foreign degree(s) at the time of application. Contact the Human Resources Department for more information.
6. Two current letter of recommendation relevant to appropriate professional experience.

7. If applicable:
  - a. Copy of California Community College Credential (both sides)
  - b. Completed Equivalency Form and supporting documents.

PLEASE SUBMIT ONLY MATERIALS REQUESTED.  
(In loose-leaf form - no folders or binding please.)

All documents included in your application file become the property of the college and will not be returned. Your application file for one position will not be considered for further openings and new documents must be submitted for each opening.

Prior to beginning employment, employees must: (a) provide proof of eligibility to work in the United States; (b) be fingerprinted and have background clearance (at employee's expense); and (c) take a TB test.

The Jeanne Clery Annual Security Report, which includes personal safety and crime prevention information, related District policies, and District crime statistics, is available at [www.santarosa.edu/police](http://www.santarosa.edu/police) or paper copies are available upon request from the District Police Department.

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