



**ANNOUNCEMENT OF ADMINISTRATIVE FACULTY POSITION**  
**Director of the School of Music (#605201)**

**POSITION:**

Director, School of Music

**DESCRIPTION:**

The Director will cultivate an inclusive, innovative, entrepreneurial, and collaborative environment attracting, engaging and retaining faculty, staff and students of distinction. The primary responsibilities include overseeing and advancing of the School with transparency in a shared-governance environment, managing budgets and allocating resources; working with faculty and staff to establish and implement a vision for the School that builds on existing strengths, expands in productive, interdisciplinary directions, and addresses current and emerging challenges and opportunities in educating the next generation of music professionals; managing and developing faculty and staff; recruitment; fundraising and working with external stakeholders; community engagement and outreach; communicating effectively; and overseeing program accreditation and assessment. The Director is responsible for meeting university procedures and policies at the unit level, working closely with executive team in the College of Arts & Letters, and reporting directly to the Dean.

This is a full-time, regular, Administrative Faculty appointment (12 month fiscal year).

**MINIMUM QUALIFICATIONS:**

Completion of an earned terminal degree in the field of music (D.M.A., Ph.D., Ed.D. or international equivalent).

Rank of tenured Associate Professor or Professor.

3 years of Academic Administrative experience.

**PREFERRED QUALIFICATIONS:**

Demonstrated success in leadership and administrative responsibility for academic and/or creative programs, faculty, staff, and students.

Demonstrated success in planning, budgeting, and personnel management skills.

Demonstrated record of excellence in music instruction and/or mentorship of teaching faculty.

Demonstrated success in fundraising and grant writing.

Demonstrated success with community outreach and engagement in the arts.

Demonstrated expertise of working with technology in management, instruction and communication.

Familiarity with national standards as required by NASM.

Ability to develop and foster a collegial, collaborative work environment.

Demonstrated commitment to diversity, equity and belonging in addition to multicultural programming.

Formal education in a discipline distinct from but complementary to Music

An established body of peer-reviewed scholarship and/or creative activity at the regional, national and/or international levels.

Ability to foster research and creativity in others.

**ABOUT THE SCHOOL OF MUSIC:**

Northern Arizona University's School of Music employs 37 full time faculty teaching over 300 students in music programs at the undergraduate and graduate level. The School offers undergraduate degrees in music performance (B.Mus.) with emphases in instrumental music or vocal music; in music education (B.M.Ed.) with emphases in choral studies or instrumental music; and a liberal arts degree in Music (BA). Students can pursue graduate degrees (M.M.) with emphases in Choral Conducting, Composition, Instrumental Conducting, Instrumental Performance, Vocal Performance, Musicology/Ethnomusicology, Music Theory, Suzuki Pedagogy (Violin/Viola), and Piano Accompanying and Chamber Music. The School offers performing experiences in Jazz and Lyric Theatre, as well as teaching opportunities through the Curry Summer Music Camp and the NAU Community Music and Dance Academy, and is home to the Horizons Concert Series. Boasting a strong and productive relationship with donors and philanthropists, the School is approaching All Steinway status and is home to the recently completed Kitt Recital Hall, a 250 seat, state-of-the-art performance venue. For more information, please visit the School of Music's website [www.nau.edu/music/](http://www.nau.edu/music/)

**SALARY AND BENEFITS:**

12-month salary depending on experience and qualifications:

- Associate Professor: \$86,000 - \$91,000
- Professor: \$104,000 - \$113,000

**DEADLINE:**

This position will be open until filled or closed. Review of applications will begin February 22, 2021

**APPLICATION:**

To apply for this position, please click on the "apply" button at the end of the job description if viewing this position through the NAU HR website. Otherwise, to view the original post and to apply, proceed to [www.nau.jobs](http://www.nau.jobs), Faculty and Administrator Openings, and locate vacancy #605201, and then "Apply" at the bottom of the page.

Application **MUST** be submitted via this online process and include all the following required attachments:

Letter of Application

Personal statement focusing on (1) a description of the applicant's career path and trajectory, highlighting challenges and accomplishments, 2) an account of contributions to diversity, equity, and inclusion, regardless of personal characteristics and background, and (3) a description of the applicant's vision for the School of Music for the 21st Century.

Curriculum vitae including contact information for at least five references

Creative or scholarly work samples--complete (samples made available by accessible links in application is acceptable).

Other materials may be requested of finalists selected for an interview.

If you need assistance completing your application there are instructions available on the HR website. If you are an individual with a disability and need reasonable accommodation to anticipate in the hiring process please contact the Office of Equity and Access at: 928-523-3312/TDD-928-523-1006.

*Northern Arizona University is a committed Equal Opportunity/Affirmative Action Institution. Women, minorities, veterans and individuals with disabilities are encouraged to apply. NAU is responsive to the needs of dual career couples.*