



Chicago Musical Pathways Initiative – Student Navigator

About Chicago Musical Pathways Initiative

CMPI is aimed at building a more robust Chicago-area training pathway for talented student musicians from traditionally underrepresented backgrounds, from 6th grade through 12th grade. The project focuses on instrumental students of classical music who have demonstrated both aptitude and interest in pursuing intensive study and a career specifically in orchestral music.

The mission of the Chicago Musical Pathways Initiative is to identify and develop gifted and motivated orchestral students from underrepresented backgrounds for acceptance into top-tier conservatory, college, or university classical music programs in preparation for careers as professional musicians.

The initiative will involve close collaboration and resource sharing among a diverse network of well-established not-for-profit Chicago youth and music-education-focused organizations. Together, participating organizations will work to identify talented, motivated students early in their training. Musicians selected for CMPI will be carefully assessed and provided with comprehensive supports – musical and extra-musical (e.g., financial, instructional, academic, etc.) to remove many of the barriers to access that can discourage or derail the training of talented young musicians from underrepresented backgrounds before they are able to realize their full musical potential.

The Opportunity

- **Position: Student Navigator, Chicago Musical Pathways Initiative**
- Reports to: Chicago Musical Pathways Initiative Project Director
- Supervises: Families/Students

Position Summary

Student Navigators are responsible for guiding students through the training pathway, connecting students to available resources and opportunities among the participating organizations, ensuring that the supports provided meet their needs, and monitoring their progress. Each student navigator will support a portfolio of students across grade and playing levels.

Job Responsibilities

Duties Include:

- *Create an action plan for each student in their portfolio*
- *Form close, mentoring bonds with students; provide continuity as students progress along the music training pathway*
- *Assist families with the organization of audition and application deadlines, summer camps, festivals, etc.; offer informed guidance regarding summer music activity choices, and advice regarding auditions, connections to resources such as financial support for instrument purchases and musical opportunities, and counseling on options for post-secondary music training*
- *Provide administrative support for CMPI, including event support (e.g., recitals and juries,) monthly payroll processing for private teachers and mentors, managing the private lesson reporting spreadsheet*
- *Lead dedicated support teams including Professional Musician Mentor, private teachers, other resources (e.g., school counselors)*
- *Manage student data in Airtable*
- *Monitor student progress across musical, social-emotional, academic, and family engagement benchmarks; identify protocols that lead to success*
- *Work directly with parents/guardians as needed for pathway planning*
- *Ensure that students and families understand the next steps at each stage of the pathway and that there is a seamless "hand-off" of students between organizations*

Job Qualifications/Requirements

The ideal candidate will possess the following qualifications:

- *At least two years experience working in the field of music education, administration, or performance sector preferred*
- *Demonstrated dedication and success leading diversity, equity, and/or inclusion initiatives and a deep understanding of related challenges*
- *Highly motivated, dynamic, organized, and strategic individual, capable of working effectively with all project constituents (staff, faculty, parents, students)*
- *Demonstrated passion for this project and classical music*
- *Bachelor's degree required; Master's degree preferred*
- *Willingness to work occasional evenings and weekends*
- *Ability to speak Spanish is strongly preferred but not required*

Additional Information

This position is grant-funded and therefore subject to grant renewal.

Salary is budgeted at \$40,000 with full benefits including health, dental, vision, flexible spending accounts, and PTO offered to the successful candidate.

The CMPI Steering Committee and affiliated organizations are committed to enhancing the diversity of Chicago's classical music community, recognizing that by providing a diverse, equitable, and inclusive learning environment for our students, we are preparing them for personal and professional success in an increasingly global society. The CMPI community recognizes that it has a responsibility for creating and sustaining a learning environment where difference is valued, and where equity and inclusion are practiced. CMPI leadership encourages individuals from underrepresented populations to apply.

COVID-19 Precautions

Chicago Musical Pathways Initiative operates out of the Merit School of Music. All employees are required to provide proof of vaccination against COVID-19. Please plan accordingly. As mandated by the Governor of Illinois, face masks are required to enter the School. Merit invested heavily in its HVAC system to improve ventilation throughout the building. Work that can be done remotely will continue to occur virtually to limit traffic within the building and prioritize the safety of in-person instruction. Currently, this role requires two in-office days per week (subject to change as conditions allow).

To Apply

To apply, please upload your resume detailing your relevant experience and qualifications for this role [using this link](#). Applications will be accepted through November 7, 2021. Materials should be compatible with Microsoft Word or Adobe Acrobat PDF. Applicants will not receive confirmation of receipt of their materials. Updates about the hiring process will arrive by e-mail, with interviews provided for finalists.

ALAANA/BIPOC people, trans, and gender-nonconforming people, and women are encouraged to apply.

No phone calls or faxes will be accepted.

For more information, please visit the [Chicago Musical Pathways Initiative website](#).