



FACULTY – MUSIC
FULL-TIME FACULTY POSITION

JOB DESCRIPTION

Villa Maria College is seeking a full-time faculty member, starting fall 2016, for its Music Department. Villa Maria College is a small, private, co-educational college with specialized programs in the applied arts, music, health sciences, business, liberal arts, and communication. The College offers a B.A. in Music and a B.S. in Music Industry, as well a minor in Jazz, a minor in Performance, and a track in Advanced Production. Students learn traditional theory and have the opportunity to study classical genres. Additionally, with ensembles in Jazz, Gospel, Hip-Hop, and Rock, among others, there is a strong emphasis on the popular music industry.

The faculty member will be qualified to teach a variety of topics within the field of music, depending on his or her expertise; participate in recruitment activities; serve on Department and College committees; serve as an academic advisor for students in the program; and participate in program assessment. Candidates for teaching Music Industry courses must have knowledge and experience in concert promotion, management and publishing, music technology, and audio production techniques.

Depending on the candidate's qualifications and interest, there is the possibility of also serving as Department Chairperson. Candidates who have a strong record of leadership, particularly in academic settings, will receive special consideration.

ESSENTIAL RESPONSIBILITIES:

- Teach a minimum of 24 credit hour equivalences per year.
- Provide student-centered instruction in all courses.
- Provide direction and climate for effective learning.
- Design means of evaluating and improving the teaching/learning process in the classroom.
- Pursue professional development and growth.
- Review and develop curricula.
- Serve as academic advisor to students.
- Participate in program assessment activities.
- Participate in program and College accreditation activities.
- Submit required reports to appropriate offices.
- Attend scheduled program meetings and maintain regular office hours.
- Develop plans for the use of equipment, instructional aids and supplies.
- Assist in the development of grant materials relevant to the faculty member's role and duties at the College.

- Assist in the preparation of program and recruitment materials and participate in recruitment activities.
- Participate in program advisory council activities and meetings.
- Review and update specific program library holdings.
- Assist the Department Chairperson in carrying out program administrative duties, including program course scheduling; interviewing and hiring part-time faculty members; preparing and monitoring program budgets, conducting program reviews, and others.
- Serve on committees of the College.
- Assist and participate in any other activities related to the respective program;
- Assist the Department Chairperson in assessing the effectiveness of the program.
- Support the mission and objectives of the College.
- Participate in College functions.
- Assume other work-related responsibilities as assigned by the Department Chair, the Vice President for Academic Affairs, or the President or his/her designee as needed to meet the needs of the College mission.

ESSENTIAL QUALIFICATIONS:

- A master's degree in Music, Recording, or a related field is required; a Ph.D. is preferred.
- Industry experience preferred.
- Teaching experience preferred.

SALARY: Negotiable

APPOINTMENT: August 2016.

APPLICATION MATERIALS

Applicants should send cover letter, resume, demo reel and/or portfolio, as appropriate.

PLEASE COMPLETE THE ON-LINE APPLICATION PROCESS FOUND AT:

<http://jobs.villa.edu>

When you have completed the on-line application process your information will be forwarded to the Search Committee for their review. The Search Committee will carefully review each resume and select the strongest candidates. Once the selection process is completed, qualified candidates will be contacted for an interview.

EOE

Internal Posting Deadline: Review will begin immediately and will continue until the position is filled.

External Posting Deadline: Review will begin immediately and will continue until the position is filled