



Classical Guitar Instructor for Middle School – Job Description

The L.A.C.E.R. Afterschool Programs provide middle and high school students with free opportunities in the arts, academics, and athletics every day after school. Located in eight Los Angeles public schools, the program serves over 1,080 students every day with a team of instructors, artists, coaches, and volunteers. The services L.A.C.E.R. provides make all the difference for the families we serve; 84% are economically disadvantaged; they do not have access to the high-quality programming L.A.C.E.R. specializes in, such as visual and performing arts, math and English tutoring, college and career prep, and organized sports for girls and boys. L.A.C.E.R. began in 1995 and programming is funded by Federal, State, City, and County funds, as well as Private Corporations and Foundations and individual donors. L.A.C.E.R. also partners with other non-profits to provide specialized classes and opportunities to our student community.

Job Goals:

Artists are responsible for leading and directing the classical guitar instruction classes on a weekly basis to the youth of the afterschool program. Responsible for developing skills in performing music instruction projects. Will provide opportunity for youth to participate in program culminations to express their understanding of learning performing instrumental piece. Works on developing skills at the beginning and intermediate levels.

Major Responsibilities:

- Leads the classical guitar instruction classes on a weekly basis.
- Develops skills in all music instruction projects at beginning and intermediate levels.
- Prepares progressive lesson plans which will enhance the experience of program participants (Class Activity Plans)
- Record and maintain student attendance rosters.
- Set-up classroom and return space to neat state upon completion of class.
- Provides leadership and helps each participating student achieve a high level of skill, an increased level of self-esteem and appreciation of discipline and teamwork.
- Provides opportunities for students to participate in program culminations, performances, and class recruitments to express their understanding of learning music and performing an instrumental piece.
- Teaches harmony, rhythm, basic introductory music techniques including how to read notes, scales and play music.
- Provides weekly skills development in guitar.
- Provides individual and group instruction to each student.
- Provides opportunities where students will learn how to play individually, and as an ensemble.

- Observes students during class, never leaves class unattended.
- Complies with all L.A.C.E.R. and LAUSD BTB policies and procedures.

Organizational Relationships:

Under the supervision and direction of the Program Director.

Qualifications:

- *Experience:* Experience working with youth (ages 10-14) preferred. Experience in a non-profit youth organization providing music instruction or related activities/field preferred.
- *Education/Knowledge:* At least 2 years of college-level courses in a community college or university in a related field is preferred. B.A./B.S. or A.A. degree in a related field is preferred.
- *Skills and Abilities:* Must have knowledge and experience of working with middle school youth music programs. Should have a good rapport with middle school youth. Strong leadership skills, ability to take initiative, be a problem solver, demonstrate strong discipline skills, and outstanding interpersonal skills. Can relate well to diverse individuals and to be flexible and open to new ideas.
- *Required pre-requisites prior to working with youth:* Must have current TB test results (every 4 years), CPR/First Aid certification (every 2 years), and Live Scan federal and state fingerprinting (1 time only).
- *Physical Requirements:* Dexterity of hands and fingers to operate a computer and office equipment; sitting or standing for extended periods of time; walking to various sites at the assigned location; kneeling and bending, pushing, and pulling and reaching to retrieve items; lifting and carrying objects weighing up to 15 pounds; and hearing and speaking to exchange information in person and on the phone.

This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Employees will be required to follow any other job-related duties required by their supervisor. This description does not create an employment contract implied or otherwise, other than an "at-will" relationship.

The L.A.C.E.R. Afterschool Programs provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.

Reports to: Middle School Program Director

Job Type: Part-time

Work Location: **Sotomayor Middle School** 2050 N San Fernando Rd, Los Angeles, CA 90065

Pay Frequency: Twice monthly

Pay Rate: \$24 - \$30 per hour

Hours: Vary per day:

Monday - Thursdays 2.5 hours a day, between 3:30 p.m. – 6:00 p.m.

***Tuesdays** are an early dismissal day 2:30 p.m. - 5:00 p.m.