



## **Community Engagement Manager** **(full-time, salaried)**

The South Dakota Symphony Orchestra invites applicants for the newly created position of Community Engagement Manager. This person is an innovative, resourceful individual responsible for designing, developing, and implementing the organization's award-winning community engagement strategies. This collaborative professional works in close partnership with the Executive Director, Music Director, Director of Operations and Education, SDSO musicians, and guest artists to co-create programs to further develop the organization's ability to serve its unique community. The SDSO Community Engagement Manager is responsible for the comprehensive management of the administrative details that lead to the effective execution of SDSO community engagement programs; serves as primary point of contact for community partners; and develops effective program evaluation models.

The position reports to the Executive Director.

### **Responsibilities:**

- Collaborate with SDSO Stakeholders to design, develop, and implement community engagement programs that advance the SDSO's goals and objectives
- Responsible for the development and implementation of the SDSO's award-winning Lakota Music Project, Music as Medicine, and other programs as assigned
- Collaborate with the Director of Operations and Education to execute Jerod Tate's New Music USA Composer Residency
- Build strong, collaborative relationships with current and potential community partners
- Develop systems for strategic program evaluation
- Assist in creating content for public relations, social media, and messaging campaigns
- Make public presentations regarding SDSO's community engagement programs
- Manage project budgets, tracking expenses and accounts receivable. Keep accurate records for contracts and agreements related to the community engagement programs.
- Collaborate with the Assistant Director of Development in developing funding proposals for ongoing and new initiatives
- Work in collaboration with the Director of Operations and Education to allocate musician services and develop the musician's calendar.
- Attend periodic production meetings, and maintain good communication and working relationships with all SDSO and Washington Pavilion staff
- Attend assigned SDSO events including select performances and tours
- Other duties as assigned

### **Qualifications:**

- Passion for the arts and its ability to impact communities

- Bachelor's degree in Arts Administration, Music, or related field
- Experience working independently and must be independently motivated
- Exceptional people skills and unwavering commitment to outstanding customer service with ability to mitigate and solve difficult issues
- Proficiency in Microsoft Office and Adobe Photoshop; video editing skills preferred
- Ability to work with diverse populations and students
- Willingness to work evenings and weekends
- Knowledge of orchestral repertoire a plus
- Valid driver's license and good driving record

**Personal Attributes and Competencies:**

The Community Engagement Manager is a fast learner, a strategic and creative thinker, capable of turning innovative ideas into successful programs. They have a results and team-oriented work style characterized by a calm, imaginative approach to problem solving and the ability to handle creative as well as administrative tasks. The successful candidate will have superb organizational, interpersonal, supervisory, and communications skills, and a reputation for meticulous attention to detail and follow-up. It is critical that s/he has the energy and flexibility to work efficiently in a fast-paced environment, prioritize tasks effectively and execute projects to the highest level possible. A healthy respect for music professionals, including conductors, orchestra musicians, stage technicians and production personnel is essential.

**Compensation:**

Full-time, salaried: \$30,000/year. Benefits package includes medical insurance and retirement package match as well as paid vacation and flexible personal days.

**Application Procedure:**

**Application deadline:** June 11, 2017

Please submit a cover letter that describes your specific interest and qualifications for the position and resume to:

Jennifer Boomgaarden, Executive Director  
 South Dakota Symphony Orchestra  
 301 S. Main Avenue, Fourth Floor  
 Sioux Falls, SD 57104

Or e-mail to [jennifer.boomgaarden@sdsymphony.org](mailto:jennifer.boomgaarden@sdsymphony.org) (MS Word or PDF attachments only)

No phone calls, please.

**Organization Description:**

The South Dakota Symphony Orchestra (SDSO) is based in Sioux Falls, South Dakota, a vibrant and growing community serving a 125-mile region that touches 5 states. Known for innovative programming and state-wide outreach, the SDSO has a strong heritage upon which to build an even stronger future. SDSO was the 2016 winner of the Bush Prize for Community Innovation. The Bush Prize recognizes organizations for their innovative work in community engagement. In addition, the SDSO was selected as 1 of 5 orchestras in the country to participate in a three-year composer residency through New Music USA which brings American Indian composer Jerod Tate to the SDSO through 2019. The SDSO is the region's premiere performing arts organization with the Washington Pavilion as its home. Artistically, the SDSO is led by Maestro Delta David Gier who has guided the orchestra to new musical heights. The core of the SDSO is comprised of 9 full-time

professional musicians that make up the Dakota String Quartet and the Dakota Wind Quintet. Musically, the SDSO performs well above its \$2.3 million budget.

To learn more about Sioux Falls, South Dakota, visit: [www.siouxfallscvb.com](http://www.siouxfallscvb.com).

The South Dakota Symphony Orchestra is an Equal Opportunity Employer.