



**Community Engagement Manager
(part-time)**

The South Dakota Symphony Orchestra Community Engagement Manager is an innovative, resourceful, relationship builder 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, Artistic Operations Director, SDSO musicians, and guest artists to develop partnerships and further develop the organization's ability to serve its unique community. The Community Engagement Manager is responsible for the comprehensive management of the administrative details and logistics that lead to the effective execution of engagement programs; cultivates and develops relationships with community partners; and develops effective program evaluation models. The Community Engagement Manager also takes a lead role in the SDSO's Equity, Diversity, and Inclusion journey.

The South Dakota Symphony Orchestra is based in Sioux Falls, South Dakota, a vibrant and growing community serving a 125-mile region that touches 5 states. The SDSO's Music Director is Delta David Gier who has guided the orchestra to new musical heights. Over the past several years, the orchestra has seen significant growth in its musical prowess and the scope of products and services. Known for innovative programming, state-wide outreach, deep community engagement activity, and a commitment to inclusivity, the SDSO has a strong heritage upon which to build an even stronger future. The SDSO is the state's premier arts organization with the Washington Pavilion as its home.

Community Engagement Manager

Reports to: Executive Director

Works with: Music Director, SDSO staff, SDSO musicians

Personal Attributes and Competencies:

The Community Engagement Manager is an internally motivated person and a strategic and creative thinker. They have the ability to turn innovative ideas into successful programs while managing logistical details to execute them. The Community Engagement Manager enjoys building and nurturing relationships. 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, and communications skills, and a reputation for meticulous attention to detail and follow-up. It is critical that they have 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 classical music professionals, including conductors, orchestra musicians, and concert production personnel is essential.

Engagement Programs and Partnerships

The Community Engagement Manager oversees the following programs including but not limited to: Music for Children, Music as Medicine, Retirement Series, Community Connections, and the award-winning Lakota Music Project.

Community Partnerships include but are not limited to universities, civic centers, libraries, hospitals and clinics, art councils, and business networks.

Responsibilities:

- Cultivate and maintain key SDSO cultural, civic, and university partnerships. Support on-going and forge new collaborative relationships that are rooted in mutually beneficial creative programming.
- In coordination with the Executive Director and Music Director, grow community engagement programming in targeted demographics in support of SDSO goals and vision including the development and coordination of outreach programming for guest artists.
- Execute existing and develop new community and audience engagement programs.
- Work in collaboration with the staff to allocate, schedule, and track SDSO musician services for engagement programs.
- Provide related fundraising and development support for engagement programs. Collaborate with the Development Department in developing funding proposals, grant research, and grant writing for ongoing and new initiatives.
- Develop materials for public presentations about engagement programs.
- Develop and implement strategic engagement program evaluation and analysis.
- In coordination with the Marketing Coordinator, develop marketing materials for engagement programs including program descriptions, photography, and video content. Manage content for public relations, social media, website, and messaging campaigns.
- Manage project budgets and track expenses.
- Maintain contracts and agreements related to engagement programs.
- Manage guest artist travel logistics, hospitality, and develop itineraries in coordination with the Artistic Operations Director.
- Attend SDSO concerts and other assigned events including select tours. Assist with rehearsals and concerts as needed.
- Other duties as assigned.

Equity, Diversity, and Inclusion

- Serve as advisor and resource person in the areas of equity, diversity, and inclusion.
- Assist with development of SDSO-wide equity, diversity, and inclusion programs including overseeing training and development.
- Serve as primary staff point of contact for the EDI Committee.
- Coordinate outreach and engagement programming related to EDI initiatives.

Qualifications:

- Passion for the arts and how the arts can be a community connector.
- Exceptional interpersonal skills and unwavering commitment to outstanding customer service with ability to mitigate and solve difficult issues.
- Experience in the equity, diversity, and inclusion space.
- Ability to work with diverse populations and students.
- Ability to manage multiple competing priorities and deadlines.
- Outstanding oral and written communications skills.
- Proficiency in Microsoft Office suite. Audio and video editing skills are a plus.
- Willingness to work evenings and weekends including statewide travel.

Compensation:

Compensation is commensurate with experience, up to \$2,000/month. This position is part-time with flexible work hours and office location (at home and/or in the SDSO office).

Application procedure:

Please submit a resume and thoughtful cover letter in word or pdf file format to:
sdsymphony@sdsymphony.org

- The cover letter is an example of your written communication. Include your interest in this position, the SDSO, and your specific qualifications. Address cover letter to Jennifer Teisinger, Executive Director. Position is open until filled.

The SDSO's community engagement work is intentional about building multicultural bridges through music, and we encourage people from all backgrounds to be a part of the work we do. Hence, we strongly encourage applications from people of color or people of other marginalized communities.