



Position Description

Position Title: Summer Marketing Positions (up to 6 positions available)

Department: Marketing and Communications

Location: Santa Barbara, CA

Status: Seasonal, Part-Time, Non-Exempt

Employment Period: Part-Time Monday, June 5 through Monday, August 7

Position Description

The Music Academy is recruiting for its 2023 Summer Music School & Festival in multiple departments. This is an excellent opportunity to gain hands-on experience in performing arts administration with seasonal full-time and part-time roles in artistic operations, residence life, front of house, marketing, and facilities. We encourage musicians and non-musicians alike. Come join our dynamic team where the sun shines brightly on possibility and potential to unleash the creators who will reimagine the future of classical music.

Position Responsibilities

- Responsibilities vary according to specific position. Please see [our website](#) for individual detailed job descriptions for positions including:
 - Ticket Office Manager
 - Ticket Office Associate
 - House Manager
 - Front of House Supervisor
 - Guest Services Associate
 - Social Media & Program Editor

Candidate Profile

The Music Academy values colleagues with diverse perspectives who thrive in a collaborative, highly communicative workplace. Our administration collectively informs and agrees upon the organization's expectations for teamwork, including a positive, goal-oriented environment that positions every employee for success.

Responsibilities will be assigned based on the strengths and experience of the selected candidates.

The ideal candidate will demonstrate some, if not all, of the following:

- Experience in sales, retail, and/or customer-facing roles
- Excellent organizational, interpersonal, and communications skills
- Strong problem-solving skills
- Positive and professional demeanor
- Ability to work on a team and adapt to changing work priorities
- Computer proficiency and ability to learn new programs quickly, knowledge in ticketing software is a plus
- Knowledge of classical music a plus
- Bachelor's degree (or degree in progress) in Music, Marketing, Communications, or related field

Additional Requirements

- Some nights and weekends
- Occasional travel between Music Academy's Miraflores campus and off-site venues
- All administration, teaching artists, and fellows on campus must provide proof of COVID vaccination

Compensation and Benefits

This is a seasonal, non-exempt, part-time position. Compensation is \$18-23 per hour depending on position and commensurate with skills and experience. Seasonal employees are not eligible for Music Academy benefits unless required by law. Some positions offer full housing and meals during the summer residence for those not based in the Santa Barbara area. Lunch is provided on the Miraflores campus Monday-Friday. Complimentary tickets are offered when available.

Application Process

Visit [our website](#) for detailed descriptions of each position available. Please email a letter of interest and current resume to hr@musicacademy.org and reference the job title you are interested in in the subject header. PDF format only. No phone calls, please. A background screening will be performed as a condition of employment.

The Music Academy of the West is an equal opportunity employer. The Music Academy is an equal opportunity employer. We aim to create a diverse and inclusive work environment and we value each employee's unique experiences and perspectives.

About the Music Academy:

Located in Santa Barbara, the Music Academy creates a space where exceptional talent can thrive by encouraging artists to stretch, experiment, improvise, and play. We give artists the tools they need to become not just great musicians but great leaders. With the sun shining brightly on possibility and potential, we unleash the

creators who will reimagine the future of classical music. We catalyze the change that will propel classically trained musicians boldly forward.

The Music Academy's year round programs are: *Sing!*, a children's choir free of charge for all participants that performs with local, national, and international partners; the annual Summer Festival for 136 fellows with more than 120 performances and events, Solo Piano, Duo, Fast Pitch, and Marilyn Horne Song Competitions; the Keston MAX partnership with the London Symphony Orchestra; the Innovation Institute's Alumni Enterprise Awards; and the new Mariposa Series of concerts by Academy-affiliated artists.