



community musicworks

Community MusicWorks Seeks Family Engagement Coordinator

Are you someone who is passionate about building strong relationships with young people and their families? Are you experienced in helping individuals find and access social services, dedicated to continual growth and learning, and someone who enjoys the challenges of both collaborative and individual work? Are you good at keeping track of details, and also interested in making sure the details fit with the big picture?

If this sounds like you, we invite you to apply for the position of Family Engagement Coordinator at Community MusicWorks.

The Family Engagement Coordinator will be responsible for building and maintaining a robust support system for all aspects of student and family involvement in CMW programming. This includes both logistical and programmatic support (systems to track attendance and feedback, coordinating program space needs, creating and supporting a parent volunteer system, and supporting parent leadership in the organization) and also connecting with resources outside CMW (assembling and maintaining a web of support for families that may include social service resources, language resources, self care resources, and others).

The position is envisioned at 30 hours/week, including some weekends and evenings. Spanish proficiency is a huge asset for this role. The position includes health and dental benefits and offers a salary range of \$32,000 - \$37,000 based on experience.

CMW is an equal opportunity employer, and is committed to building a culturally diverse staff that reflects the neighborhoods in which we are situated. Women, LGBTQ+ individuals, and people of color are strongly encouraged to apply.

The position will remain open until filled, and applications will be reviewed starting in May. The anticipated start date is mid August. To apply, please send the materials listed below to jobs@communitymusicworks.org.

Founded in 1997, Community MusicWorks (CMW) is a leader in the classical music performance and youth development field, building long-term learning and mentoring relationships between professional musicians, youth, and families in Providence, Rhode Island. CMW musicians teach string instrument lessons at no cost to young people in the west and south sides of Providence, and perform in a robust concert series throughout Providence and the surrounding communities.

Applications should include:

1. **Resume:** Please submit a resume that includes educational training and prior work experience.
2. **Statement of interest:** In a 1-2 page letter, or in a 5-7 minute video, please describe how your skills will support the mission and vision of Community MusicWorks, and what excites you about this opportunity.
3. **Reference list:** Please include three references with contact information. List people who have worked with you in a professional context as an employer, or are familiar with your strengths and skills.