

**School of Music Office of Public Engagement – University of Illinois**

**Job Opening – Illinois Summer Youth Music (ISYM) Head Counselor**

**Position Summary:**

The School of Music Office of Public Engagement seeks to hire an experienced music educator to serve as Head Counselor for Illinois Summer Youth Music (June 20 – July 2, 2022; July 10 – 23, 2022; plus additional planning time as needed). This is a full-time, Academic Hourly, non-benefits eligible position, with the potential of being renewed annually. The employee must pass a criminal background check, protection of minors background check, and complete ANCRA (Abused and Neglected Child Reporting Act) training in order to serve in this position.

**Major Duties and Responsibilities:**

- Oversee and manage approximately 20 counselors
- Coordinate counselor training
- Lead parent and student informational meetings
- Act as main contact for medical emergencies, behavioral issues, family emergencies, etc. that occur during ISYM
- Assist with planning and organization of evening activity schedule
- Oversight of counseling office operations

**Minimum Qualifications:**

- 5 years of experience as a music educator at the K-12 level
- Superior communication skills
- Ability and commitment to maintain confidentiality of sensitive information
- Experience in management of employees
- Experience supervising students in an overnight setting
- Commitment to student health and safety

**Preferred Qualifications:**

- Significant experience teaching junior high and/or high school aged students
- Experience managing or leading summer programs
- Experience working with special needs students
- Prior knowledge of ISYM

**Education:**

Bachelor's degree in music education required, Master's degree in music education or equivalent experience preferred.

**To apply: Submit a cover letter and resume to [isym-admin@illinois.edu](mailto:isym-admin@illinois.edu) by March 1, 2022.**

**For questions, please contact Rebekka Price and Stephen Burian at [isym-admin@illinois.edu](mailto:isym-admin@illinois.edu).**