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## SASKATCHEWAN MUSIC FESTIVAL ASSOCIATION (SMFA) TEACHER RECRUITMENT/MENTOR LIAISON

The Saskatchewan Music Festival Association (SMFA), established in 1908 as a non-profit charitable organization, is committed to bringing communities together in our promotion of music and speech arts by providing unique performance and educational opportunities to youth in the Province of Saskatchewan.

The SMFA is seeking a Teacher/Mentor Liaison to recruit teachers and mentors in communities where our 47 affiliate music and speech festivals operate. The position is a 10-month contract position and reports directly to the Executive Director.

- The main focus of this position is to connect with, and support, SMFA with music and speech arts teacher recruitment, mentorship and retention by:
  - Meeting with all district festivals at least once per year to assess needs (teachers, accompanists, mentors for new teacher).
  - Maintaining and updating teacher and mentor lists.
  - Working with local festivals to provide teachers with training, mentorship and support networks.
  - Supporting festivals by building stronger relationships with local teachers and connecting with potential new or additional teachers as needed in their communities which may include facilitating job interviews/meetings with potential teachers.
  - Supporting mentors by providing guidance as needed.
  - Recruiting teachers to the use of SMFA programs and promoting the benefits of music festivals.
- The ideal candidate will:
  - Be approachable and demonstrate an outgoing, friendly personality.
  - Enjoy working with a broad range of people.
  - Be self-motivated, organized, and work well independently.
  - Have passion for, and understand, the value of music in Saskatchewan communities, both city and rural.
  - Possess a knowledge of the music festival system with a strong commitment to the organization's mission/mandate.
- Expectations:
  - Excellent communication, interpersonal, and computer skills.
  - Ability to work as an effective member of the SMFA team, acting with appropriate discretion, confidentiality and enthusiasm.
  - Ability to be versatile in a changing work environment, while maintaining effectiveness and efficiency.
  - Employ ethical behavior and sound business practices, ensuring the values of the organization are maintained.
  - Establish and maintain positive working relationships, both internally and externally, to achieve the goals of the organization.
  - Work cooperatively and effectively with others to set goals, resolve problems, make decisions and achieve results.
  - Assess the importance, urgency and risks of situations, and make timely clear decisions.
  - Determine strategies, set goals and action plans, and evaluate the process and results.

**Compensation - \$20,000/year (August 1, 2021 to May 30, 2021) – Scope of hours is approximately 1,000 hours.**

Work location may be remotely or from the SMFA Regina office.

Please send cover letter and resume to Carol Donhauser, Executive Director ([carol.smfa@sasktel.net](mailto:carol.smfa@sasktel.net)) on or before **July 15, 2021**. Only candidates chosen for an interview will be notified.