



Austin Preparatory School

DIRECTOR OF MUSIC

📍 Reading, MA



START DATE: August 13, 2024

Austin Preparatory School, located in Reading, Massachusetts, is seeking a qualified candidate for the position of Director of Music. Founded in 1961, Austin Prep is an independent co-ed Catholic school in the Augustinian heritage.

Austin Prep enrolls approximately 800 students in grades 6-12 and employs 75 faculty.

POSITION SUMMARY:

The **Director of Music** reports to the Chair of Art and Design and is responsible for leading a comprehensive musical program in all grades, including both vocal and instrumental music. They are responsible for building and maintaining a charismatic and dynamic environment focused on growing the music program in new and innovative ways for both the band and choir.

RESPONSIBILITIES:

- Safeguarding the Catholic identity and mission of Austin Preparatory School and developing a comprehensive curriculum for both the band and choir programs.
- Supporting the liturgical life of Austin Prep and Campus Ministry through the selection of appropriate and engaging music. Selecting musical pieces for the choir to perform based on the venue and occasion, including Lessons and Carols in the Christmas season, a Spring Concert, and various masses and showcases throughout the academic year.
- Fostering dynamic spiritual musical leadership that maximizes the gifts of the band and choir while incorporating opportunities for participation for the entire school community.
- Traveling to Rome and other sites, both internationally and domestically, for student performances.
- Identifying and selecting suitable choir and band members, scheduling and conducting regular rehearsals, and ensuring that members utilize proper technique and decorum at all rehearsals and performances.
- Coordinating and managing all aspects of performances, including scheduling, venue arrangements, and promotion.
- Managing and maintaining instruments, equipment, and musical libraries for both the band and choir programs.
- Collaborating with other staff members, including teachers, administrators, and support staff, to support the overall goals of the organization.
- Communicating regularly with parents and community members regarding program activities, performances, and opportunities for involvement.





QUALIFICATIONS:

- Bachelor’s degree in Music Education, Music Performance, or a related field (Master’s degree preferred).
- Prior experience directing bands and choirs in an educational or community setting.
- Strong musical proficiency and knowledge of a variety of musical styles and genres.
- Ability to work collaboratively with students, parents, colleagues, and community members.
- Organizational skills and attention to detail.
- Patience, flexibility, and a passion for music education.

APPLICATION REQUIREMENTS AND SEARCH PROCESS:

Our Commitment to Mission

The mission of Austin Prep is to “inspire hearts to unite, minds to inquire, and hands, to serve” which we exemplify through the Augustinian charisms of veritas, unitas, and caritas. Austin Prep a Roman Catholic Augustinian secondary school committed to Catholic social teaching which is based on and inseparable from our understanding of human life and human dignity. Every human being is created in the image and likeness of God and is therefore invaluable and worthy of dignity and respect as a member of the human family.

Austin Prep encourages applications from candidates who appreciate, understand, and respect the mission of Austin Prep and the School’s Catholic identity. We seek applicants who can help enrich the School’s Roman Catholic Augustinian mission and can help advance our commitment to what Pope Francis calls “integral human development.”

HOW TO APPLY:

Austin Preparatory School has engaged Dovetailed to lead this search. Interested candidates should email a cover letter (addressed to Art & Design Department Chair, Marla Pascucci-Byrne). In addition to indicating why they are particularly interested in and qualified for this position, all candidates should describe how they can help support our Catholic faith and our Augustinian heritage. Along with the cover letter, candidates should include a resume and a list of at least three professional references, consolidated into a single PDF document, and send it to Alison Moore, Senior Recruiter, at alison@dovetailedsourcing.com. *Please do not contact the school directly.*

