



**Position Open Notice**  
**Associate Professor of Music, Director of Musical Theater**  
**Full-time**  
Thatcher, Arizona

**College and Area Information:**

Eastern Arizona College's District Offices are located in Thatcher, Arizona, a beautiful rural area with easy access to arid as well as mountainous recreation. The College is located approximately 125 miles northeast of Tucson and 165 miles southeast of Phoenix. EAC is a comprehensive community college offering five associate degrees across nearly 50 programs of study. Eastern Arizona College is the oldest member of the Arizona Community College system and is fully accredited by The Higher Learning Commission.

**Position Summary and Organizational Relationship:**

The Associate Professor of Music, Director of Musical Theater position reports to the Director of Fine Arts.

**Required Qualifications:**

- Master's degree in music or a closely related field.
- Strong pedagogical and instructional skills in piano.
- Demonstrated proficiency in teaching vocal ensembles and coaching singers.
- Experience collaborating in musical theatrical productions.
- Thorough understanding of music, music theory, and music history/literature, with the ability to teach various courses within these subject areas.
- Strong communication and organizational skills.
- Ability to work effectively within a departmental structure and with other faculty in the design and implementation of learning opportunities, curriculum, and assessment.
- Ability to work effectively in a one-on-one tutorial setting when necessary.
- Ability to relate well to students from a wide variety of religious, cultural, and ethnic backgrounds.
- Willing to work a non-traditional schedule to include later afternoons, nights, and weekends.
- Must be self-motivated and work well under moderate supervision and with close co-worker relationships.

**Preferred Qualifications:**

- A doctoral degree in music or a related field.
- Evidence of successful music teaching experience at the secondary or post-secondary level, or equivalent professional experience.
- Professional experience as a performer, conductor, musical director, or featured pianist/vocalist.
- Experience creating and managing budgets for planned musical projects, concerts, and festivals.
- Experience promoting a music program, actively recruiting students, and encouraging participation.
- Online instructional experience.
- Experience performing or conducting in musical theater.
- Experience performing in or directing a show choir.
- A strong interest in and commitment to community outreach, especially through the offering of music enrichment courses and community performance opportunities.
- A clear understanding of and commitment to the philosophy and goals of a community college.

**Essential Functions:**

- Teach a variety of courses to fulfill a minimum requirement of 30 adjusted load hours per academic year; up to six adjusted load hours of overload may be requested. These courses will support the associate's degree program in music, the baccalaureate degree in music education, and community enrichment offerings.
- Maintain a minimum accountability week of 35 hours on campus (including five posted office hours) for teaching, advising, helping students, recruiting, preparing curriculum, and other instructionally-related activities.

- Supervise and coordinate the keyboard area, including instruction, purchase and instrument maintenance.
- Instruct and direct the college's show choir.
- May teach music appreciation (both online and in-person sections), music theory, composition/arranging, history & literature, music fundamentals, and other courses in addition to other duties dependent upon candidate's experience and strengths.
- Collaborate with music faculty in the selection, rehearsal, and performance of a repertoire for individual and combined concerts.
- Oversee and produce Division of Fine Arts Holiday Concert – *Festival of Carols*.
- Take part as a vendor for Eastern Arizona College at the Arizona Music Educators Conference.
- Represent Eastern Arizona College at the Articulation Task Force Transfer Committee.
- Collaborate with the theater department and serve as musical director for the spring musical production.
- Schedule and organize regular recitals and jury performances for piano majors.
- Encourage the scheduling of faculty recitals and performances by guest artists.
- Prepare and manage a program budget, within permitted guidelines
- Purchase program resources and materials.
- Supervise student employees and accompanists.
- Participate in departmental administrative activities, including student recruitment, and advising.
- Work closely with high school music groups, college professors, and local community organizations in the college's service area to promote musical scholarship and appreciation.
- Serve on institutional committees and perform other duties as assigned.

**Application Information:**

Applicants should submit the following: 1) a letter of application addressing the required and preferred qualifications and describing relevant professional experience; 2) a list of references; 3) a curriculum vitae; 4) transcripts (if copies are sent, official transcripts must be on file prior to the date of hire); 5) a signed copy of the EAC application form, available on EAC's website ([EAC Application Form](#)). Submit your materials to [careers@eac.edu](mailto:careers@eac.edu) or the mailing address listed below:

Eastern Arizona College  
 Human Resources – SS 209  
 615 N. Stadium Avenue  
 Thatcher, AZ 85552-0769

**The submission of all required application materials for the screening committee's review is the responsibility of the applicant. Applicants must be prepared to interview at their own expense.**

**Closing Date:**

Open until filled. Review of applications will begin on **May 28, 2024**, and continue until the successful candidate is identified.

**Compensation and Position Availability:**

The initial position compensation range is **\$46,256.00 - \$74,010.00 (exempt) plus 8 ALH** per current salary schedule, alongside a cash flex benefit. The position also includes excellent employee benefits. The anticipated position start date is **August 5, 2024**.

**Questions:**

Human Resources Department  
 Voice: (928) 428-8915  
 FAX: (928) 428-2576  
 E-mail: [Careers@eac.edu](mailto:Careers@eac.edu)

**EASTERN ARIZONA COLLEGE IS AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER**

Eastern Arizona College is in compliance with Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, and the Rehabilitation Act of 1973, and does not discriminate on the basis of race, creed, color, national origin, disability, age, or sex in any of its policies, practices, or procedures. This includes, but is not limited to, admissions, employment, financial aid, educational services, programs and activities.

Eastern Arizona College complies with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, 20 U.S. Code § 1092(f) and the Higher Education Opportunity Act of 2008, by distributing an Annual Security and Fire Safety Report. The report is intended to inform the campus community of campus safety information, Clery Act crime statistics, on-campus housing fire data and statistics, and policies and procedures relating to sexual violence, emergency response, and other safety factors. A copy of EAC's Annual Security and Fire Safety Report can be found at <https://eac.edu/student-life/campus-safety.php>. Additional copies are available at the Alumni Library (Thatcher Campus), the Learning Resource Center (Payson Campus), and the library (Gila Pueblo Campus). A paper copy of the report will be provided upon request at EAC's District Office, located at 615 N. Stadium Avenue, Thatcher, AZ.

A daily crime log listing all criminal and alleged criminal incidents reported to campus police/security is available on-site, during normal business hours, at each of the campuses: EAC Police Department, located at 620 N. College Avenue, Thatcher, AZ (Thatcher Campus); Gila Pueblo Campus Administration Office, located at 8274 Six Shooter Canyon Road, Globe, AZ (Gila Pueblo Campus); and Payson Campus Administration Office, located at 201 N. Mud Springs Rd., Payson, AZ (Payson Campus). A fire log containing all reported fires that occurred at any of EAC's on-campus student housing facilities is available during normal business hours at the Housing Office, located at 900 N. College Avenue, Thatcher, AZ.