



## ***Employment Opportunity*** ***“Musical Grandfriends”*** **Program Director**

**JOB TITLE:** Program Director

**POSITION TYPE:** Sessional part time

**DESCRIPTION:** The Program Director will plan, develop and facilitate a fun, intergenerational music program that will engage children and older adults. This program will provide opportunities for interaction and connection through songs, games and various musical activities. It will be offered in 2 8-week sessions, Fall & Winter. This program is being offered through a partnership between Headingley Seniors Services Inc. (HSSI), Bright Beginnings Educare (BBE) and Macdonald-Headingley Recreation District (MHRD).

**REPORTS TO:** Headingley Seniors’ Services Inc.

<b>HOURS:</b>	Program Development:	Approximately 20 hours
	Program Delivery:	2 x 8-week sessions, Fall & Winter
	Facilitation & Prep:	2 Special Event Concerts, Fall & Winter

### **DUTIES AND RESPONSIBILITIES:**

- . Prepare 16 x 30-minute lesson plans that provide opportunities for engagement between preschoolers and older adults. The lesson plans should be prepared using “best practice” resources and incorporate themes, welcome and closing songs, sing-able books/stories, musical hand-held instruments, etc.
- . Share weekly songs and list of props with Bright Beginnings Educare to allow staff time to orientate the children who will be attending.
- . Assist Bright Beginnings Educare and Macdonald-Headingley Recreation District with preparation of resources and handouts for parents
- . Facilitate 2 x 8-week sessions- Fall & Winter
- . Coordinate music choices with volunteer pianist
- . Research and recommend music books, sheet music and instrument kits for purchase by HSSI

- . Consult with Headingley Library for recommended sing-along books
- . Work with Headingley Seniors Services and Bright Beginnings Educare to plan and organize special event “concerts” (November) and Winter Carnival Concert (February)
- . Work with volunteer facilitators/program hosts to encourage involvement and interaction between children and seniors
- . Make program adjustments as necessary for second session
- . Develop and implement program evaluation tool

### **QUALIFICATIONS**

- . Outgoing and enthusiastic
- . Experience with music instruction
- . Keyboard skills
- . Excellent interpersonal skills
- . Group facilitation experience
- . Ability to facilitate a fun and high energy program to engage children and older adults

### **COMPENSATION**

Program Development

20 hrs x \$40= \$800

Facilitation & Prep

8 weeks x 1.5 hr x \$40= \$480 (Fall)

8 weeks x 1.5 hr x \$40= \$480 (Winter)

Special Event Concerts Facilitation & Prep

Harvest Concert- \$100

Winter Carnival Concert- \$100