Berklee College of Music
Position Description

Job Title: Program Director - Music Production, Technology & Innovation

Date Prepared: July, 2015

Department: Valencia Campus

Manager’s Title: Dean of Academic Affairs, Valencia Campus

Berklee seeks a music technologist and progressive educational leader of international stature to direct its Music Production, Technology and Innovation master’s degree program.

Program Description:
Located at Berklee’s state-of-the-art campus in Valencia, Spain, the Music Production, Technology and Innovation (MPTI) master’s program provides musical artists and professionals an intensive, one-year experience to transform their capabilities in music technology. Unique in higher education, the program includes in-depth instruction in the art of innovation, advanced large-format studio production using ProTools, electronic production using Ableton Live, prototyping using MAX, Arduino and emerging technologies, music video production using Premier Pro, After Effects and Resolume, and electives including DJing and turntablism, App writing for mobile devices, professional sound design, analogue synthesis and more.

Job Description
Under the direct supervision of the Dean of Academic Affairs of the Valencia Campus, and the functional supervision (dotted-line reporting capacity) of the Dean of Institutional Assessment and Graduate Studies, the Program Director provides leadership for the MPTI graduate program in Valencia. The Program Director manages all faculty teaching in the MPTI area on the Valencia campus; reviews and oversees curriculum; recommends curriculum revisions, as appropriate; advises students and ensures student learning and student success. The Program Director serves as a member of college and campus committees, as appropriate, and teach courses, as needed and appropriate. The Program Director works with the International Career Center to assist in the placement of graduates, and develops relationships with industry executives. The Program Director also schedules campus visits by guest artists and scholars, as appropriate.
The Program Director works collaboratively with both Valencia and Boston colleagues to advance a progressive and innovative curriculum, which ensure the highest academic standards. She or he will be a leader who provides creative, forward-looking vision for curriculum design and development, faculty development, pedagogy and instruction. They will be someone who embraces diversity in individuals, perspectives, and musical styles. She or he will be responsible for inspiring, motivating, and developing faculty with an inclusive leadership style. Berklee is seeking candidate with the willingness to make a multi-year commitment to the position and the Valencia Campus.

**Essential Duties and Responsibilities:**

- Provide vision and leadership for the Music Production, Technology and Innovation program, serving 30 - 40 full-time masters students
- Supervise full-time faculty, part-time faculty, graduate fellows, graduate assistants and interns
- Work with members of the Valencia Campus staff to effectively execute recruitment, scheduling, student services, concerts, departmental trips, and other efforts for the MPTI program
- Teach courses in Music Production, Technology and Innovation as appropriate
- Propose, manage and evaluate the annual MPTI departmental budget
- Serve as Artistic Director of the *Innovation: ¡En Vivo!* concert series
- Participate in college committees, as appropriate
- Maintain a high profile as an international music technologist
- Participate in industry events for networking and recruiting purposes and to increase campus visibility

**Experience and Competencies:**

- Master’s degree with appropriate experience preferred; equivalent professional experience in music, production or music technology considered
- Fluency in English; working knowledge of Spanish is a plus
- Extensive working knowledge of music technology in production and performance
- Significant professional achievement as an active, accomplished and innovative music technologist
- Expertise with a wide range of technology tools including music software and hardware, recording studios, DJ and production equipment, Macintosh systems
- Demonstrated familiarity with all styles of contemporary music and current musical trends and the ability to effectively integrate such music into the curriculum
- Outstanding record as an educator, teaching and developing curriculum, preferably in a university or college setting
- Administrative experience, preferably in a university or college setting, which demonstrates effective leadership and management skills
- The ability to effectively create and manage departmental budgets and schedules
- Strong interpersonal skills, including the ability to promote a vision and motivate a team to realize projects
• Excellent communication, listening, interpersonal, project management and organizational skills
• Demonstrated commitment to diversity, fairness, and equal opportunity
• Culturally sensitive to a wide variety of backgrounds and communication styles.
• Flexibility to adapt to changing surroundings and situations
• Ability to work in both traditional and nontraditional settings
• Ability to navigate in a complex academic setting and build relationships

Interested candidates should submit:

• Cover letter explaining qualifications
• Curriculum Vitae
• Contact information for at least three professional references

Candidates may be asked to submit additional materials at a later date.

Electronic applications only. Please use email attachments in PDF format and send to valenciajobs@berklee.edu. Address your cover letter to: Valencia MPTI Program Director Search, Attn: Brian Cole.

The start date for the position is June 1, 2016.

Review of completed applications will begin on October 26, 2015 and the search will remain open until the position is filled.

Berklee College of Music is committed to increasing the diversity of the college community and the curriculum. Candidates who can contribute to that goal are encouraged to apply and to identify their strengths in this area.