

Allegro Music Center Job Posting (ID: 5771)

Job Title:

Director of Conservatory Development

Job Description:

Direct and coordinate the financial and budget activities of Allegro Music Center, a Music Conservatory and Full-Service Music Center, to maximize and increase operational efficiency. Confer with company owners and staff members to discuss piano lesson and music performance issues, coordinate varied related activities, and resolve problems, if and when they arise. Analyze operational procedures to evaluate performance of Allegro Music Center and its staff in meeting objectives, and to determine areas of potential cost reduction, program improvement, or policy change. Direct, plan, and implement policies, objectives, and activities of Allegro Music Center to ensure continuing operations and expansion of the same, and to maximize returns for Allegro Music Center. Prepare operational budgets for approval by company owners, including those for funding and implementation of music lessons and specialized music education programs. Coordinate Allegro Music Center's activities concerned with acquisition, pricing, sales, and distribution of a wide array of music performance products and services. Assist in the negotiation of contracts and agreements with suppliers and distributors. Direct human resources activities, including the approval of human resource plans and activities, the selection of music teachers and educators and other high-level staff, and establishment and organization of major departments of Allegro Music Center.

Skills and Characteristics of the Ideal Candidate:

- Profound knowledge and love of music with a particular emphasis on piano performance
- Deep commitment to music education at all levels
- Supervisory experience and success in working with a variety of organizations
- Energy and enthusiasm for meeting people, and being the 'face of Allegro Music Center' to the outside
- Team building skills
- Ethical and trustworthy
- Strong business management skills
- Strong interpersonal skills
- Ability to multitask

Minimum Requirements:

- M.S. Piano Performance or closely related field of study
- 2 years' professional experience in the field
- Verifiable References

Allegro will only accept mailed resumes. Interested candidates should **mail** their resume to:

Allegro Music Center
Attn: Human Resources
6869 SW 8th St.
Miami, FL 33144