



## **PART-TIME INSTRUCTOR OF MUSIC PRODUCTION (PRO TOOLS and MIXING & MASTERING) *MUSIC DEPARTMENT***

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### ***POSITION SUMMARY, RESPONSIBILITIES AND GOALS***

The Music Department at Occidental College invites applications for a part-time instructor of music production to teach two sections of [MUSC 247 Pro Tools Fundamentals](#) in the Fall 2022 semester and two sections of [MUSC 348 Mixing & Mastering](#) in the Spring 2023 semester. The successful hire will be required to coordinate the substance of their teaching with the other faculty teaching in [the Music Production concentration in the Music major](#) and the schedule of their teaching with available standard class times.

### ***QUALIFICATIONS***

Applicants should have the following minimum qualifications:

- Experience teaching audio production at the college level
- 100-level Avid certification, or ability and willingness to be certified prior to teaching the Pro Tools course
- A body of work as a recording, mixing, or mastering engineer (specified on the candidate's CV) ☐ A bachelor's degree

The following qualifications are desirable:

- Postgraduate degree in music production, audio engineering, computer music, or related field
- Pro Tools certification above the 100 level
- Five years' experience teaching audio production at the college level

The College is especially interested in candidates who can contribute to the diversity and excellence of the academic community through their teaching and professional work. We seek candidates who demonstrate a strong commitment to a liberal arts education.

### ***APPLICATION INSTRUCTIONS***

Applicants should submit the following:

- ☐ Cover letter
- Curriculum vitae or résumé
- Evidence of teaching effectiveness (course syllabi and corresponding teaching evaluations) ☐
- Contact information for a minimum of three references

All of these materials (as PDF files), as well as any application-related questions, should be sent to the Music Search Committee at [musicsearch@oxy.edu](mailto:musicsearch@oxy.edu) using the subject line "Production Instructor application."

**The deadline for receiving application materials is Sunday, April 24, 2022.**

## ADDITIONAL INFORMATION

Rev. 04.2022

Occidental is an Equal Opportunity Employer and does not unlawfully discriminate against employees or applicants on the basis of race, color, religion, sex, sexual orientation, gender identity, gender expression, pregnancy, breastfeeding or related medical condition, national origin, ancestry, citizenship, age, marital status, physical disability, mental disability, medical condition, genetic characteristic or information, military and veteran status, or any other characteristic protected by state or federal law. Occidental is strongly committed to increasing the diversity of the campus community and the curriculum, and to fostering an inclusive, equitable, and just environment within which students, staff, administrators, and faculty thrive. Candidates who can contribute to this goal through their work are encouraged to identify their strengths and experiences in this area. Individuals advancing the College's strategic equity and justice goals and those from groups that are underrepresented in the field are particularly encouraged to apply.

Salary is commensurate with experience and qualifications. A comprehensive benefits package is available that includes: excellent health, dental, life, and retirement benefits; tuition benefits for the employee, spouse, domestic partner, and dependents; additional extras including use of gym facilities and the College Library. For a detailed description of benefits, please visit <https://www.oxy.edu/offices-services/humanresources/benefits-information>.

All qualified applicants will be considered for employment, including those with criminal histories, in a manner consistent with the requirements of applicable state and local laws, including the City of Los Angeles' Fair Chance Initiative for Hiring Ordinance.

Occidental College is committed to working with and providing reasonable accommodations to applicants with qualifying disabilities. If you need a reasonable accommodation because of a disability for any part of the application or employment process, please contact Human Resources ([hr@oxy.edu](mailto:hr@oxy.edu)).

As a condition of hire for a staff position and for appointment to a faculty position, Occidental College requires that all candidates who have received a conditional offer of employment complete an application form (if they have not already done so) and consent to a background check. Satisfactory completion of a background check, along with pre-employment verifications and references are required as a condition of employment, but only as permitted by federal, state, and local law, including the City of Los Angeles Fair Chance Initiative for Hiring Ordinance.

