



## Director of Student Programs

Location: Indianapolis, IN

Reports To: Executive Vice President of Strategy and Communications

Status: Full-Time, Exempt

### About Music for All

Music for All (MFA) is one of the nation's leading nonprofit organizations dedicated to creating, providing, and expanding positively life-changing experiences through music education. Through nationally recognized programs such as Bands of America, the Music for All National Festival, and a range of educational initiatives, Music for All serves students, educators, and communities across the country.

### Position Summary

The Director of Student Programs is responsible for the design, execution, and continuous improvement of Music for All's individual participant programs, including camps, honor ensembles, and related educational experiences. This role aligns student programs with Music for All's broader strategic priorities, ensuring consistency with organizational positioning, messaging, and growth objectives.

This role oversees the full student experience across all programs, ensuring consistency in quality, communication, and outcomes from initial engagement through post-event follow-up. The Director works across departments to deliver programs at a high level while identifying opportunities to strengthen program structure, improve participant experience, and support enrollment goals.

This is a leadership role that requires both strategic oversight and hands-on execution, particularly in live event environments.

### Scope & Impact

- Oversees a national portfolio serving 2,000+ student participants annually
- Leads multiple program formats, including camps, honor ensembles, and partner-based student experiences
- Manages and collaborates with faculty, division coordinators, and contractors across all programs
- Serves as a visible leader at major student-facing events and experiences
- Represent Music for All in interactions with educators, partners, and affiliated organizations related to student programs.



## **Key Responsibilities**

### **Program Leadership & Execution**

- Lead the design and delivery of all student programs, including camps and honor ensembles
- Establish program structure, curriculum, schedules, and participant experience expectations
- Ensure programs are organized, clearly communicated, and executed at a high level
- Director Academy
- Serve as the senior program leader on-site during major events
- Evaluate and refine program structure and identity to ensure clarity, relevance, and alignment with participant needs.

### **Student Experience & Communication**

- Define and oversee communication across the student lifecycle, including:
  - Registration and onboarding
  - Pre-event preparation
  - On-site communication
  - Post-event follow-up
- Ensure participants and families receive clear, timely, and accurate information
- Identify and address gaps in the participant experience

### **Faculty & Instructional Oversight**

- Recruit, select, and retain faculty and coordinators
- Set expectations for instructional quality and participant engagement
- Review and approve instructional plans across programs
- Provide oversight and support during program delivery
- Build and maintain a consistent, high-quality faculty pool

### **Cross-Department Collaboration**

Work in close coordination with internal teams to execute student programs:

- Events: facilities, housing, meals, transportation
- Participant Relations: registration support, communication, on-site operations
- Marketing & Communications: campaigns, messaging, and materials
- Information Technology: registration systems, reporting, and tools
- Development: scholarships and sponsorship alignment
- Education & Advocacy: faculty onboarding, contracting, and compliance

The Director defines program needs and priorities; departments execute within their areas of expertise. While this role defines program design and experience, event logistics are executed in partnership with the Events team.



### **Enrollment, Retention & Program Development**

- Monitor enrollment trends and program performance
- Identify opportunities to improve recruitment and retention
- Support the development of new or expanded student program offerings
- Contribute to pricing and positioning decisions
- Use enrollment data, participant feedback, and program metrics to inform decision-making and continuous improvement.

### **Financial & Operational Management**

- Develop and manage program budgets in coordination with finance leadership
- Track expenses and adjust plans as needed
- Use post-event data and feedback to inform program improvements
- Support efforts to maintain ongoing engagement with student participants across programs.

### **On-Site Leadership & Issue Management**

- Serve as the senior decision-maker for student program environments
- Handle escalated situations, including:
  - Student behavioral concerns
  - Parent communication beyond routine inquiries
  - Operational issues affecting program delivery
- Work closely with chaperones, participant relations, and event staff

### **Annual Program Cycle Management**

- Oversee the planning and execution cycle for student programs, including:
  - Faculty recruitment and onboarding
  - Marketing and enrollment timelines
  - Scholarship coordination
  - Program logistics and scheduling
  - Event execution and post-event review
- Ensure alignment, accountability, and timely execution across all phases

### **Near-Term Priorities (First 12 Months)**

- Lead successful execution of all existing student programs, including Summer Camp and Honor Ensembles
- Strengthen communication consistency across the full student experience
- Improve alignment and coordination across internal teams supporting student programs
- Evaluate current program structure and identify opportunities for refinement
- Support enrollment and retention efforts across all programs



### **Qualifications**

- Bachelor's degree required; master's degree preferred
- 10+ years of experience as a music educator with proven success in teaching and curriculum development
- Experience in music education, performing arts, or student programming strongly preferred
- Demonstrated experience managing teams, contractors, or staff
- Strong organizational, communication, and decision-making skills
- Experience with budgeting and program planning
- Ability to travel regularly and lead in live event environments

### **Working Style & Expectations**

- Comfortable operating in both planning and on-site environments
- Able to make decisions in real time during live events
- Works collaboratively across departments while maintaining clear ownership
- Willing to support broader event operations as part of a team-oriented culture

### **Why Join Music for All**

#### **This role offers the opportunity to:**

- Lead nationally recognized student programs with significant impact
- Shape and improve the experience of thousands of student participants annually
- Work within a collaborative, mission-driven organization
- Contribute to the continued growth and evolution of Music for All's educational offerings