Education Manager
INTEMPO - Stamford, CT

Job Type: Full-Time
Salary Range: $65,000 - $75,000
Application Priority Deadline: February 1, 2026

About INTEMPO:
Founded in 2011, INTEMPO teaches multicultural and classical music to children predominantly from immigrant backgrounds. We reach over 700 children annually across our afterschool, in-school, summer, and partnership programs in Lower Fairfield County, CT. We have received national recognition for our music education and youth development efforts, including the 2022 Lewis Prize for Music Accelerator Award and the 2019 Adolf Busch Award. For more information, please visit: www.intempo.org.

Position Description:
The Education Manager plays a vital role in advancing INTEMPO's mission by overseeing educational programming across three key areas: INTEMPO Music School, INTEMPO Summer Music Session, and off-site Partnership Programs. This position reports directly to the Chief Executive Officer and manages a large team of teaching artists and program staff. The Education Manager will work closely with the Artistic Coordinator on producing concerts and performances. This position is ideal for an experienced music educator and/or administrator who has a passion for music education, multicultural and classical music, and creative youth development.

Key Responsibilities:
Music School (70%)

- Oversee INTEMPO Music School, our flagship afterschool program that serves 140 children not only through instrumental music instruction (violin, viola, cello, piano, voice, audio production, percussion, guitar, and charango) but also academic support, workforce development, college readiness, and family advocacy.
- Supervise the program staff, including one full-time Senior Program Coordinator, one part-time Volunteer Coordinator, and multiple part-time Program Coordinators. Work with them to ensure effective student registration, scheduling, attendance tracking, and volunteer supervision.
- Supervise 23 part-time Teaching Artists, providing regular observation, feedback, and professional development opportunities. Hire, onboard, and train new Teaching Artists.
- Ensure a standardized curriculum for group classes, private lessons, and ensembles that is culturally responsive and aligned with INTEMPO's mission.
- Monitor student progress and growth using both quantitative and qualitative assessment methods.

- Work with the CEO and staff to engage parents in their children's educational journey.
- Create and implement strategies to support students' socioemotional development and sense of belonging.
- Collaborate with the CEO, Lead Teaching Artist, and Artistic Coordinator on executing our flagship public performances featuring INTEMPO Music School students: Cultural Crossover Concert, Hispanic Heritage Month Concert Series, and our new Artist-in-Residency.
- Collaborate with CEO and staff to grow student enrollment.

Summer Music Session (15%)

- Oversee our multi-week Summer Music Session that serves 80+ children across a range of ages and abilities.
- Supervise a team of summer teaching staff that includes INTEMPO Music School teaching artists, college interns, and high school volunteers.
- Create opportunities for older INTEMPO Music School students to support Summer Music Session through paid internships, fostering their leadership and workforce skills.
- Develop curriculum for three target audiences: beginning students seeking music enrichment; intermediate students studying strings, guitar, and voice; and advanced students auditioning for local youth orchestras.
- Evaluate summer outcomes and implement improvements for future sessions.
- Collaborate with CEO and staff to grow student enrollment.

Partnership Programs (15%)

- Serve as the primary liaison with educational partners, including public schools, pre-K centers, places of worship, and community organizations.
- Collaborate with partners to design and implement culturally responsive music education programs, which are typically taught by INTEMPO Music School teaching artists.
- Facilitate internships for INTEMPO Music School students with local businesses and nonprofits.
- Facilitate performances featuring INTEMPO Music School students at various local events.
- Regularly evaluate partnership program effectiveness and recommend improvements.

Requirements:

- Bachelor's degree in Music Education, Music, Education, or related field; Master's degree preferred.
- 4+ years of experience in music education program management.
- Experience developing and implementing music curriculum for students from a variety of backgrounds and at all levels of music proficiency and interest.
- Strong supervisory skills and experience mentoring teaching artists or music educators.
- Excellent interpersonal and communication skills with the ability to build relationships with students, families, staff, and community partners.
- Experience with music skills assessment preferred.
- Our Music School takes place weekdays 4-8PM and Saturdays 10AM-1PM. Frequent presence required during Music School hours and weekend or evening performances.
- Spanish-language proficiency preferred.

We understand that candidates rarely meet 100% of the qualifications. We strongly encourage candidates to apply if they meet many of the qualifications and are eager to grow in this role.

Compensation:
This is a full-time, salaried, exempt position. The salary range is $65,000 to $75,000, with the possibility of a performance-dependent bonus at the end of the fiscal year. INTEMPO offers a Roth IRA, paid vacation, and hybrid work schedule.

How to Apply:
Please submit a cover letter and resume to info@intempo.org. In the subject line, please write: "Education Manager: [Your Name]." Applications will be accepted on a rolling basis until the position is filled. The priority deadline is February 1, 2026.