

Job Title: Director of Tocando Programs

Organization: El Paso Symphony Orchestra (EPSO)

Status: Full-time, exempt

Reports To: Executive Director, El Paso Symphony Orchestra Assn.

Location: El Paso, Texas (on site)

Anticipated Start Date: January 2, 2026

About:

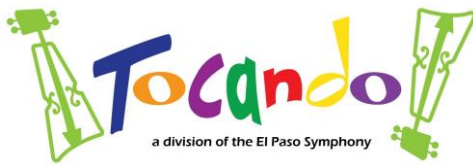
Tocando Music Project is a tuition-free after school music program providing ensemble education in the areas of string instruments, percussion, and choir, to students in the third grade and beyond, based in El Paso's historic Segundo Barrio neighborhood. The program was established in 2013 and has since developed to serve students in more than seven schools and includes an opt-in daytime component for 3rd and 4th grade students. Tocando is proud to have a bilingual curriculum. All students are welcome to engage and express themselves in the language that is most comfortable for them. Tocando performs 6 - 12 times annually in free community concerts and ticketed El Paso Symphony Youth Orchestras concerts at the Abraham Chavez and Plaza Theatres. Students who are committed to learning music may be eligible to receive a scholarship to join the El Paso Symphony Youth Orchestra and are provided with lessons and support from Tocando staff. The El Paso Symphony regularly brings guest artists to visit and perform for Tocando students, who are also provided with opportunities to attend local concerts for free with their families.

Position Summary:

The Director of Programs will lead a team of 4 - 8 part-time Teaching Artists in the areas of strings, percussion, choir, and music appreciation to pursue Tocando's community focused artistic mission.

The ideal candidate for the Director of Tocando Programs will possess a strong background in music performance, teaching, and possibly conducting. The ideal candidate for the role should believe that children develop meaningful character, social skills, self-regulation, and commitment to academic rigor through the practice of learning music in an ensemble. They should also be a self-starter with a creative spirit, who will create opportunities for students and teaching artists, and will look forward to providing direction for the program pedagogically, operationally, and artistically, with support and input from the Tocando Teaching Artists and El Paso Symphony Orchestra administrative staff.

The Director of Programs will communicate effectively and graciously with school district partners, Tocando Board Members, and leaders of community institutions such as museums, zoos, and others. They will continue and enhance current partnerships through their professionalism and creative vision.



Key Responsibilities:

Staff and Musical Development

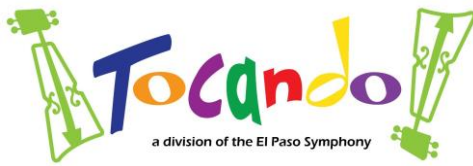
- Lead and manage (hire/supervise) a team of 4 - 8 Teaching Artists in alignment with Tocando's ethos of rigorous and supportive bilingual music education.
- Lead curriculum development and repertoire selection, with significant input and assistance from the team of Teaching Artists.
- Create guides and facilitate meetings and professional development opportunities to empower Teaching Artists to do their best work.
- Plan for and oversee musical experiences between August - May, including formal concerts alongside the El Paso Symphony Youth Orchestra, community concerts at home school campuses, in addition to libraries, the zoo, and/or community events such as parades.

Oversee Program Administration done by Community Liaison & Intern

- Oversee, assign tasks, and manage the Operations Assistant Intern or Operations Assistant (possible work with UTEP work-study program).
- Create and manage program calendars and schedules, including the weekly schedule for Teaching Artists, based on program needs and teacher.
- Oversee and assign tasks to the Community Liaison to maintain positive, productive, relationships between Tocando and the families we serve
- Oversee twice annual instrument and supply inventory and oversee (delegate) instrument maintenance to a Tocando partner (EPISD or local business)

Organizational Leadership

- Prepare a fundamental budget and work with the EPSO team to manage expenses responsibly and in alignment with program goals.
- Maintain fruitful relationships with EPSO and EPSYO staff, ensuring smooth collaborative concert experiences and opportunities for students to attend EPSO performances.
- Oversee and approve all tasks related to concerts including scheduling, space reservation, transportation requests, permission slips, etc.
- Help schedule, prepare for, and attend meetings of the Tocando Board (an advisory board of the El Paso Symphony) and maintain a relationship with the Board Chairperson to keep them apprised of Tocando goals, accomplishments, and needs
- Work with the Tocando Board to support fundraising efforts (as applicable)
- Other duties as assigned.



Community Outreach and Development

- Maintain healthy relationships with current partners (schools, municipal institutions) and look for opportunities to create new partnerships to provide musical, educational, and community experiences for the Tocando community.
- Foster positive relationships with professional organizations such as El Sistema USA, Play USA, and the Teaching Artist Training Institute.
- Serve as an ambassador and spokesperson for the program within our music and arts community, and with donors and partners.

Qualifications:

- Degree in music/arts or related field *or equivalent experience*
- Minimum of 3 years teaching or leading young people in music/arts
- Minimum of 2 years in a collaborative teaching or creative work environment
- Commitment to the personhood and capacity of young people
- Strong desire to build and maintain healthy relationships with students, families, community and school personnel, and the Segundo Barrio/El Paso community
- Experience and interest in young ensemble conducting preferred
- Interest in Latin music or willingness to learn
- Functionally bilingual (Spanish/English) strongly preferred

Work Environment:

The El Paso Symphony Orchestra offices are located at 1 Civic Center Plaza, but the Director of Tocando Programs will operate in-office at the Guillen Middle School Annex (aka “Family Resource Center”) that houses the educational classroom and supplies for the program.

Work-from-home may also be permitted during non-program hours (before 3pm or after 5:45 pm) based on agreement with EPSOA Executive Director.

Compensation and Benefits:

This role offers a benefits package that includes healthcare coverage, paid holidays and vacation time (increasing with time in the organization), and hybrid/occasional off-site work options.

Application Process:

To apply, please visit <https://tinyurl.com/tocandoDOP> and upload a brief cover letter and resume with at least 2 professional references, and write “DOP” in the message, **by 10:00 am MST, November 10th.**