

Title: Part-Time Recording Associate

Location: 1301 W. 10th Avenue Denver, CO 80204

Organization: Youth on Record

About Us: Youth on Record empowers Colorado's underserved youth to achieve their academic, artistic, and personal best by employing local, professional artists as their educators. We believe in the power of music and the arts to inspire and create change.

Position Overview: We are seeking a dedicated and enthusiastic Part-Time Recording Associate to support our after-school programs. This role is crucial in ensuring the smooth operation of our programs and providing valuable support to our students and educators. As a Recording Associate, you will play a key role in fostering a positive, inclusive, and creative environment where young people can thrive. You will be involved in a variety of tasks, including setting up and managing recording sessions, teaching music production, mentoring participants, and maintaining the Youth Media Studio. Your contributions will directly impact the success of our programs and help empower the next generation of young creatives.

This position requires a dynamic individual who is passionate about music and the arts, has strong organizational skills, and can effectively communicate with a diverse group of youth and staff. You will work closely with our team to deliver high-quality programming that meets the needs of our community. Your ability to adapt, problem-solve, and provide mentorship will be essential in creating a supportive and engaging learning environment.

Overview:

- 15-20 hours per week
- Hourly Rate: \$22/hr
- Monday - Friday: Afternoons (3-7pm) / Early Evenings
- Some Weekends

Role and Responsibilities:

- **Recording Engineer:** Record & help set up recording sessions for young creatives in the control and tracking room.
- **Music Production Lessons:** Teach group & one-on-one music production lessons to young creatives.
- **Youth Engagement:** Engage with students to understand their needs and interests, and tailor programs accordingly.
- **Mentorship:** Provide mentorship to participants, offering guidance and support in their creative endeavors.
- **YMS Culture:** Facilitate a healthy, inclusive, and equitable culture in our Youth Media Studio.
- **Studio Maintenance:** Maintain the Youth Media Studio in excellent condition according to the standards set by the relevant Program Manager.
- **Collaboration:** Work collaboratively with other staff members to ensure the success of Youth on Record's mission and goals.
- **Safety Protocols:** Ensure that all safety protocols are followed during program activities.

- **Open Lab/Young Creatives Campus Operation:** Assist with afterschool programs focused on music education and production.
- **Open Mic Event:** Support as a live Audio Engineer.
- **Teaching Support:** Work with YOR Teaching Artists as a co-teacher in the classroom when requested.

Skills and Qualifications:

- **Background in music** (instrumental, technology, production), creative writing/poetry, and/or mixed media, experience performing and teaching.
- **Audio Engineering:** Experience in both studio recording and live audio engineering, with proficiency in setting up, operating, and troubleshooting audio equipment.
- **Proficiency using Digital Audio Workstations** (DAWs) such as Ableton, Logic, Pro Tools, and familiarity with audio editing and mixing techniques.
- **Experience with Diverse Youth:** Proven ability to engage and work effectively with youth from various backgrounds, including different cultural, socio-economic, and learning abilities.
- **Nonviolent Communication:** Understanding and practice of nonviolent communication, with the ability to handle conflicts and challenges in a calm, empathetic, and constructive manner.
- **Empathy and Care:** Ability to provide well-communicated care and support, fostering a safe and inclusive environment where all students feel valued and respected.
- **Cultural Competence:** Sensitivity to the unique needs and perspectives of each individual, with a commitment to promoting equity and inclusion in all interactions.
- **Adaptability:** Flexible approach to teaching and mentoring, with the capability to adjust methods to meet the varied needs and learning styles of youth.
- Self-starter, able to generate results and succeed in an environment with a highly motivated staff.
- Clear, direct communication style and a strong understanding of one's personal communication style as it relates to the whole team.
- An orientation towards problem-solving, growth, and goal setting.
- Willingness to self-reflect and grow in response to new ideas, information, and constructive criticism.
- Teaching experience is a PLUS.
- Bi-lingual (Spanish) a PLUS.
- Proficient in Google Suite / Microsoft products.

Please submit a resume, cover letter, and a sample of creative work by 5pm on October 9th to careers@youthonrecord.org