



COMMUNITY PARTNERS IN ACTION

JOB TITLE: Music Instructor, Contract position
POSTING DATE: May 13, 2019 – May 27, 2019
SHIFT: 2-6 hours per week
LOCATION: Hartford and Bridgeport, CT

Overview

The Judicial Branch Court Support Services Division (JBCSSD) contracts with Community Partners in Action to provide recreational services. Community Partners in Action is seeking qualified individuals to provide contracted services in music instruction to youth in the Hartford and Bridgeport secure Juvenile Detention Centers. This position has the flexibility to utilize various teaching methods and activities including teaching youth how to play musical instruments.

Eligible candidates will be required to provide an overview of their qualifications and experience providing proposed services that will meet the needs of boys and girls, as well as a certificate of personal liability insurance at the time of interview.

Groups will be provided on weekends and weekday evenings. Individuals selected will need to complete 8 hours of training prior to providing services. Training will include:

- Ethics: 1 hour
- Motivational Interviewing: 1 hour
- Gender Responsive: 1 hour
- PREA: 2 hours
- Confidentiality: 1 hour
- Overview of the Detention Facilities: 1 hour
- Detention Staff Roles: 1 hour

Valid Driver's License required. The selected vendor is responsible for all transportation and travel expenses to Hartford and Bridgeport sites, including mileage.

Responsibilities

- Prepare a detailed curriculum outlining the activities planned for each meeting with the youth, prior to beginning services.
- Provide the youth exposure to various forms of music that include:
 - Demonstration and instruction in playing different musical instruments
 - Music appreciation to include cross cultural genres
 - Cultural history of different genres.
- Adherence to the following guidelines:
 1. Cell phones are not allowed in any of the facilities. In addition to cell phones, any devices that have or can provide internet access, such as mobile wifi, mobile hot spots, etc. are prohibited.
 2. In the event that a laptop is to be used, it must first be approved by the funder, Court Support Service Division. All music downloaded onto the laptop must meet the following criteria:
 - All music must be the clean version of the song and/or video. This includes but is not limited to:

- No profanity
- No discussion or glorification of the following:
 - Gangs
 - Violence
 - Sex
 - Drugs and/or alcohol
- No discussion or display of any sexually explicit materials/language.
- No objectification of women/men

Funds are available for purchasing equipment and supplies. All purchases must be approved in writing by CSSD and a purchase order issued by CPA's Fiscal Office prior to funds being released.

In order to be considered for this position candidates must submit a detailed quote describing how they will deliver the responsibilities outlined above.

Training will be paid at \$20 per/hour. Group sessions will be paid at \$75 per one hour session.

The selected candidate will be required to successfully complete a Criminal and DCF Background check.

Apply by email: jobs@cpa-ct.org (MS Word Documents only)

Apply by fax: 860-967-3280

ONLY CANDIDATES SELECTED FOR INTERVIEW WILL BE CONTACTED