



Position Title: NEC Preparatory String Orchestra Teaching Fellow (Double Bass)

Department: Expanded Education

No. of Positions Available: 1

Compensation: \$15/hr + \$ 450 stipend per academic year

Hours: Saturdays, 8am-10am during the academic year
Weekdays, 1 office hour per week (Tuesday to Friday), must be in-person
2 concerts per academic year

Dates: Sept. 6, 2025-May 23, 2026

Location: New England Conservatory (in person)

Supervisor(s): Peter Xu, *Program Manager – Large Ensembles*

Contact: peter.xu@necmusic.edu

Job Summary & Duties:

We are currently seeking motivated, enthusiastic, and reliable teaching fellows to foster student engagement, support academic instruction, lead sectional rehearsals, coach and teach students on how to lead, eventually provide bowings for parts, eventually lead section performances, and contribute to the overall success of the program. The Teaching Fellows will work closely with the music director and director of orchestras to facilitate ensemble/rehearsal improvement experience, mentor students, and help maintain a vibrant and inclusive practice community.

Key Responsibilities:

- Serve as coach for the string section of the ensemble.
- Coach string section leaders on how to be a principal/concertmaster.
- Perform with the musicians in rehearsals as assistant concertmaster, being active as coach and providing guidance for students on how to better serve the music, repertoire, orchestra, and

institution.

- Participate in the orientation session.
- Lead rehearsals while the conductor is away.
- Help student tune their instruments if needed.
- Engage positively for creation of a culture of practice and accountability for students.
- Help promoting a joyful environment for ensemble practice.
- Support classroom management and help ensure a safe, respectful, and inclusive learning environment.
- Create rehearsal memos for each week, monitor student progress and contribute to assessments or evaluations as needed.
- Serve as a role model for students and uphold program policies and expectations.
- Participate in training, orientation, and wrap-up sessions.
- Participate in meetings for planning, evaluation, and preparation, in person or remotely for the academic year

Qualifications:

- Current double bass student enrolled at the New England Conservatory.
- Knowledge of orchestral practice, repertoire, and dynamic.
- Ability to communicate respectfully regarding the manners and expectations of the orchestral practice for students at the pre-college level.
- Strong interpersonal and communication skills, with the ability to meet the needs of a fast-paced education and performing arts community.
- Knowledge of orchestral/chamber music repertoire.
- Availability and flexibility to lead and adapt to reasonable artistic proposals as needed.
- Interest in education, youth development, or higher education.
- Committed to continuous improvement and growth.
- Ability to be flexible based on weekly team coverage needs.
- Candidates who can start during the first week of September are strongly preferred.

All students must complete payroll paperwork (W4, I9, etc) in the Financial Aid Office before beginning work for any department. A CORI form must also be completed.

Apply via the ADP job posting