POSITION OPEN UNTIL FILLED: Audio Mentor

Position Details:
Location: Salt Lake City, Utah*
FLSA Status: full-time salary, exempt
Reports to: Assigned Lead Mentor

*Due to the collaborative nature of this position and Spy Hop’s work, this position is in-person, remote candidates cannot be considered.

Spy Hop seeks a full-time/in-person Audio Mentor dedicated to youth development, media arts, and progressive education to teach after-school and summer media arts programming to youth ages 9-20. This position requires someone with experience in audio engineering, electronic music composition and beatmaking, and recording studio operation. If you thrive in a creative environment and have a strong artistic voice with a passion to convey Spy Hop’s mission and mentor young creatives, this position is for you.

DUTIES & RESPONSIBILITIES

- Teach afterschool and summer workshops for youth ages 9-20 in digital media arts subjects such as Beatmaking, Audio Engineering, and Music Production.
- Design, implement and deliver dynamic curriculum and programming for Audio Apprenticeship, Resonate (Hip Hop Programming), Spy Hop’s Open Studio, Foundational Spy Hop programming, Summer Camps, and various Community-based Programs.
- Collaborate with Spy Hop’s mentor staff, marketing team, and program directors to outreach and recruit for all programs.
- Maintain all equipment and space associated with audio programming including the Studio, Live Room, and Beats Lab.
- Provide consistent full-time mentorship of students while encouraging self-expression, the setting of goals, and the recognition of students’ artistic identities.
- Collect and report demographic data for all workshops according to Spy Hop protocol.
- Administer all required program evaluation and assessment tools.
- Assist development team as needed with program narrative, donor recruitment, funder recognition, and student-produced media.
- Manage and track budgets for individual programs.
- Assist with successful completion of students’ projects by end of program, and that each participant leaves with relevant transitional materials (portfolios, resumes, letters of recommendation, etc.).
- Plan, produce, and assist with student showcases and performances.
QUALIFICATIONS

An ideal candidate has:

- 3-5 years experience in Audio Engineering, Electronic Music Production and Studio Operation.
- Proficiency and demonstrated experience using audio software (Pro Tools & Ableton) on Mac computers.
- Experience or interest in developing engaging project-based curriculum for diverse youth.
- Interest in learning other art forms and disciplines (such as filmmaking and digital design).
- Keen awareness of emerging audio engineering and studio trends.
- Able to work collaboratively, give and receive constructive feedback, and possess a willingness to learn.
- Impeccable skills in file structure, management, and archiving.
- Excellent group facilitation skills, written and oral communications skills, and organizational skills.
- Excellent project management skills, able to meet deadlines and juggle multiple projects.
- Ability to self-manage priorities and workload.
- Prior experience working with youth, a plus.
- Experience with Hip Hop and electronic music production, a plus.
- Spanish speaking, a plus.

About Spy Hop: Spy Hop is an award-winning, nonprofit, youth media arts and educational enrichment center founded in 1999 and located in downtown Salt Lake City. Our mission is to mentor young people in the digital media arts to help them find their voice, tell their stories, and to effect positive change in their lives, their communities, and the World. We envision a world in which all young people have the skills and mindsets necessary to succeed and that their voices are heard and valued in their communities. Spy Hop’s in-school, after school, and youth-in-care programs take place in dynamic studio environments where young people of all backgrounds engage in the production of their own narratives and solutions to the challenges they face.

Our Commitment to Antiracism: We believe that anti-racism is the process of becoming aware of and acknowledging the impact of racial oppression within our current social, political, and institutional systems, while actively and intentionally working in community to replace those systems with pedagogies, policies, and practices that lead to collective liberation – the truth that none of us are free until all of us are free. As an antiracist organization, Spy Hop is committed to changing the systems of oppression that disproportionately impacted many of our students and their communities. Spy Hop’s antiracism practices are rooted in hope, action and accountability, and the belief that collective liberation is truly possible.

Our Culture: We celebrate a culture at Spy Hop that is a fun, dynamic, evolving ecosystem; one that nurtures the vibrant, creative, individuality of youth and staff by communicating openly,
honoring our multiculturalism, and affirming our intergenerational wisdom in such a way that all participants within the ecosystem have the capacity to thrive. Spy Hop is an equal opportunity employer committed to fostering a diverse and equitable environment in which all staff can excel regardless of race, ethnicity, age, faith, gender identity, sexual orientation, and ability. People of color, women, individuals with disabilities, and veterans are encouraged to apply. Due to the highly collaborative nature of this position, COVID-19 vaccination is strongly encouraged.

**Compensation & Benefits:**

Salary: Commensurate with education and experience; salary range $45,000 - $50,000. Optional tiered benefit package starts with 50% health, dental, and vision, 3% IRA match. 20 PTO days, 10 holidays (includes a floating holiday), 7 days sick/wellness. Access to Spy Hop’s Professional Development Program funds for trainings and conferences.

Please email your resume, cover letter, and/or any relevant multimedia portfolio work with the subject line: **Media Arts Mentor: {Your Name}**

To:  
Myke Johnson  
Education Director  
myke@spyhop.org

Kahlert Youth Media Arts Center  
208 West Harvey Milk Boulevard, Salt Lake City, UT 84101  
Phone: (801) 532-7500 | spyhop.org