



### **Part-Time Executive Director Role (Remote)**

Now is the perfect time to give back, while helping today's youth take flight with a program that provides piano placements and a community of support. Our non-profit achieves this through our generous donors and grants. We are looking for someone willing to dedicate approximately 6 hours per week as our Executive Director. \$20.00 / hour (remember we are a small non-profit). Below are the functional areas for which you would be responsible throughout the year.

- Fundraising and Outreach
- Administration
- Bookkeeping
- Events and Recitals
- Scholarship Review
- Programming
- Piano Placement

Our perfect candidate has a passion for the Arts, and appreciates the cultural importance that the Arts and Music play in our society. Must have functional experience in Microsoft Office, QuickBooks administration, and bookkeeping.

Our ideal candidate comes from the education sector. We love our educators!

Contact: Claudine Elzey, Board President

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Learn more at [pianosanta.org](http://pianosanta.org).