

Location: Fordham University Lincoln Center Campus (New York, NY)

Dates: June 21 – July 25, 2026

Position Overview

The Teaching Assistant / Counselor plays a key role in supporting students during the Summer Jazz Workshop at Fordham University. This position combines teaching assistance, mentorship, and residential life responsibilities, providing a transformative experience for both students and staff.

TAs will work closely with faculty in music classes, rehearsals, and practice sessions, while also serving as mentors and supervisors for students in the residential setting. They are responsible for fostering a positive, safe, and engaging environment for students, guiding them in their musical and personal growth.

Responsibilities

Teaching Assistant Duties:

- Assist faculty in classes, rehearsals, and masterclasses.
- Lead or support small group sectionals, practice sessions, and combo rehearsals.
- Supervise and guide students during jam sessions and practice hours.
- Assist with classroom logistics (music distribution, setup of stands and chairs, etc.).

Counselor & Residential Life Duties:

- Supervise and mentor students (ages 13-18) in both musical and non-musical settings.
- Foster a positive and inclusive living environment in the residence hall.
- Be highly visible and accessible to students throughout the day, including mealtimes, breaks, and evening activities.
- Rotate nightly supervision shifts to ensure a safe and structured residential experience.
- Provide academic and personal support to students as needed.

Qualifications & Expectations

- Strong background in jazz performance and/or music education.
- Experience working with middle and high school-aged students in music education, mentorship, or residential life preferred.
- Ability to balance musical leadership with mentorship and supervision responsibilities.
- Strong interpersonal, organizational, and problem-solving skills.
- Ability to remain calm under pressure and manage emergent situations effectively.
- Commitment to professional conduct, ensuring personal well-being while maintaining full engagement with students.

Application Process

Interested candidates should submit the following materials by April 1, 2026:

- Cover Letter
- Resume
- Contact information for three references

Send applications to info@jazzartsny.org with the subject line: *Summer Jazz Workshop TA Application*