



DIRECTOR OF SING FOR HOPE PIANOS

How awesome would it be to have a job where you get to bring joy to people every day? Isn't that what all of our hearts and souls need right now? The best job in New York City – The Director of the Sing for Hope Pianos – has just opened up for the first time in over seven years.

This is a role where you will bring your whole self – your creativity, your passion for people, your affinity for music, your appreciation for the perfect spreadsheet, and your love of logistics. As the Director of the Sing for Hope Pianos, you will work with world leaders, orphans, billionaires, refugees, isolated seniors, celebrity artists, and world-famous musicians. One day you may be at an elder care facility, the next day at the United Nations, and the day after on a zoom call leading a workshop for artists in India. This job will literally challenge you, change you, and bring you a sense of accomplishment and fulfillment you never imagined.

Discover more about the program through this [CBS Sunday Morning](#) story, featuring Sing for Hope Co-Founders Yunus & Zamora and Board Member Jon Batiste

About Sing for Hope:

Sing for Hope harnesses the power of the arts to create a better world. Our creative programs bring hope, healing, and connection to millions of people in hospitals, care facilities, schools, refugee camps, transit hubs, and community spaces worldwide. A non-profit organization founded in New York City in response to the events of 9/11, Sing for Hope partners with hundreds of community-based organizations, mobilizes thousands of artists in creative service, and produces artist-created Sing for Hope Pianos across the US and around the world.

Our programs include:

- **Sing for Hope Pianos** - From the Bronx to Beirut, a global arts initiative that produces artist-designed pianos; places them in public spaces for anyone and everyone to enjoy; then transports and activates them year-round in permanent homes in schools, hospitals, transit hubs, refugee camps, and community-based organizations. Sing for Hope has provided more pianos for under-resourced public schools than any other organization in the world.
- **Sing for Hope Healing Arts** - Research-based creative performances, workshops, and curated cultural experiences that promote wellness, connection, and respite in hospitals, vaccination centers, long-term care facilities, hospices, and treatment centers. Our programs encompass both in-person arts experiences as well as daily live virtual performances, classes, and workshops via our Open Arts platform.
- **Sing for Hope Education** - Dynamic arts workshops and standards-based curricula that inspire civic action and uplift youth, educators, and local communities. Our programs, which include SFH YAA Lab and HandaHarmony, serve youth in grades K-12 in partnership with NYC Department of Education, Los Angeles Unified School District, and The United Nations.
- **Sing for Hope Global** - Creative advocacy, leadership, and program design that drive the



integration of the arts in policy and at global convenings on social change. Sing for Hope is the official Cultural Partner of the World Summit of Nobel Peace Laureates.

Sing for Hope champions *art for all* because we believe the arts have an unmatched capacity to uplift, unite, and heal. Learn more at www.singforhope.org.

About the DIRECTOR OF SING FOR HOPE PIANOS position:

Reporting to the Chief Operating Officer, the Director of Sing for Hope Pianos leads, coordinates, and administers all aspects of Sing for Hope's ongoing Piano program in all locations in NYC and around the world, including planning, organizing, staffing, leading, managing, controlling, and evaluating program activities. The Director of SFH Pianos is the direct supervisor of all temporary and seasonal staff hired to work on Sing for Hope Pianos.

Program Planning and Expansion:

- Plans the delivery of all Sing for Hope Pianos programs and related activities – including the flagship Sing for Hope Pianos program — in accordance with the mission and goals of Sing for Hope.
- Works with the Chief Operating Officer on program growth and expansion.
- With the Chief Operating Officer, develops an annual budget and operating plan to support Sing for Hope Pianos programs.
- Identifies and cultivates co-investment partnership prospects, crafting partnership proposals, and stewarding co-investment partnership relationships.

Program Organization:

- Ensures that Sing for Hope Pianos program activities operate within the framework of Sing for Hope's organizational policies and procedures.
- Ensures that program activities comply with all relevant legal and professional standards.
- Develops forms and records to document program activities.
- Oversees the collection and maintenance of records on the partners and beneficiaries of programs for statistical purposes, according to the confidentiality/privacy policy of the organization.
- Ensures that Sing for Hope Pianos Manual is up to date.

Program Staffing:

- In consultation with the Chief Operating Officer, recruits, interviews and selects well-qualified program staff and interns when needed.
- Implements the HR policies, procedures, and practices of the organization.
- Ensures that personnel files related to programs are properly maintained and kept confidential.
- Establishes and implements a performance management process for all Sing for Hope Pianos programming staff and interns.

Program Leadership:



- Through research and professional development initiatives, develops useful expertise in the fields related to Sing for Hope programming and contributes this expertise to Sing for Hope's development and marketing initiatives where needed.
- Ensures that all Sing for Hope Pianos staff and interns receive an appropriate orientation to the organization and appropriate programs.
- Supervises Sing for Hope Pianos program staff, interns, and Artist Partners by providing direction, input, and feedback.
- Communicates with partners and other stakeholders to gain community support for the programs and to solicit input to improve the programs.
- Creates materials as needed for program activities..

Program Control:

- Tracks programs closely, collecting and analyzing impact metrics, and partner/donor stewardship information.
- Writes reports on the program for Sing for Hope management and for funders.
- Monitors all budgeted program expenditures and ensures that programs operate within the approved budget.
- Manages all program project funds according to established accounting policies and procedures.
- Ensures that all financial records for programs are up to date.
- Ensures financial reports and supporting documentation for funders are prepared as outlined in funding agreements.
- Provides required information to have invoices generated and submitted to funders according to the established timelines.
- Identifies and evaluates the risks associated with program activities and takes appropriate action to control the risks.
- Monitors the program activities on a regular basis and conducts an annual evaluation according to the program evaluation framework.
- Reports evaluation findings to the Chief Operating Officer and recommends changes to enhance programs, as appropriate.
- Handles all necessary project permits and insurance related to the Sing for Hope Pianos.
- Works closely with city officials to scout and assign piano locations.

Program Marketing:

- Acts as primary Sing for Hope Pianos programming contributor to Sing for Hope's marketing and communications materials, including drafting newsletter and web stories, contributing material to social media platforms, etc.
- Acts as primary procurer, coordinator, and curator for photography and video related to the Sing for Hope Pianos program.

Qualifications and Skills

- BA (required), MA (a plus).
- Eight-plus years experience in project management, nonprofit management, stage management or similar position.
- Effective interpersonal skills and excellent written and oral communication abilities.
- Proven expertise in managing large-scale projects and logistics



- Must embrace the core mission and values of Sing for Hope.

This is a full-time position, ideally based out of New York City. Some weekends and evenings may be required. This position mostly works from home, but may need to be in-person in our NYC studio (28 Liberty Street) or in other studios in other cities at various times.

Benefits include health insurance, dental insurance, vision insurance, life insurance, 401(k) with match, work from home, flex schedule, health savings account, transit benefits, generous vacation policy, and more.

Compensation: \$100,000.

Sing for Hope is an equal opportunity, affirmative action employer. We are committed to maximizing the diversity of our organization.

Application Instructions

Please submit a cover letter and resume to hr@singforhope.org with the subject line "Director of SFH Pianos." No phone calls, please.