



## **Music and**

### **Kalaloka Institute of Fine Arts (KIFA) Coordinator**

The mission of Ra-Ve Cultural Foundation (Ra-Ve) is to promote the traditional performing arts of India in Northwest Arkansas, by educating and inspiring people to learn, teach, and sustain those arts. Kalaloka Institute of Fine Arts is the educational unit of Ra-Ve.

#### **Job Summary:**

The Music and Kalaloka Institute of Fine Arts (KIFA) Coordinator:

- formulates and executes the music curricula of RVCF and KIFA,
- manages and teaches music classes,
- performs at events,
- administrates the scheduling and other requirements for KIFA space,
- coordinates with other staff as required, and
- can commit to at least 10 months of continuous stay and work between August and May.

#### **Reports to:**

- Executive Director

#### **Duties and Responsibilities:**

- Promotes awareness of the organization's mission and brand image in the community.
- Formulate music curricula at KIFA.
- Teach music classes at KIFA.
- Design policies and procedures for parent communication and student testing
- Manage classes, student showcases, and community event participation at KIFA.
- Perform at local community events and RVCF events.
- Network with other local artists from all types of music genres in NWA.
- Assist in organizing community performances by creating, composing, and training local students/artists on behalf of RVCF.
- Works in partnership with the Communications Director to develop event descriptions, press releases, MC scripts, blogs, reports, and other KIFA-related communications.

#### **Required Skills and Abilities:**

Mail: PO Box 1083

Location: 1380 SW Westpark Drive, Ste#2  
Bentonville, AR 72712

479-259-2257

[info@ra-veculturalfoundation.org](mailto:info@ra-veculturalfoundation.org)

[www.ra-veculturalfoundation.org](http://www.ra-veculturalfoundation.org)



- Passionate about popularizing Indian classical music in Northwest Arkansas.
- Excellent knowledge of Indian classical music and traditions.
- Possess a workable knowledge of other musical genres.
- Strong experience in performing Indian music.
- Administrative skills to manage KIFA events and activities.

***Education and Experience:***

- Bachelor's degree or equivalent experience.
- Wide and deep knowledge of either Indian Carnatic and/or Hindustani Music.

***Physical Requirements:***

- Ability to teach and perform Indian music in the NWA area.
- Able to lift up to 25 pounds.

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