



Title IX Coordinator and Director, Human Resources and Equal Opportunity

The Curtis Institute of Music, a private school dedicated to the training and education of exceptionally gifted young musicians, invites nominations and applications for the position of **Title IX Coordinator and Director, Human Resources and Equal Opportunity**.

Established in 1924 by Mary Louise Curtis Bok, Curtis is one of the most selective schools in the United States. Its high standard of admissions ensures that students will rehearse and perform alongside musical peers whose talents will challenge and inspire them. Curtis limits enrollment to about 175 students, accepting just enough students to maintain a full symphony orchestra and an opera program, plus select programs in piano, guitar, composition, conducting, and organ, as well as community artist fellows and a string quartet in residence. By focusing its resources on this small, select group, Curtis ensures that each student receives an education of unparalleled quality, distinguished by a “learn by doing” philosophy and personalized attention from a faculty that includes a high proportion of actively performing musicians.

Curtis seeks a Title IX professional with experience planning, designing, developing, and evaluating human resource-related initiatives that support an organization’s strategic goals and ensure a community environment free from discrimination, harassment, and violence. In this newly elevated position, the candidate will oversee Curtis’s Title IX function and work in partnership with members of the Dean’s Office to develop institutional equity initiatives across the campus. Reporting to the Senior Vice President of Administration, with a dotted line to the President & CEO, the Director will lead the division of Title IX, human resources, and equal opportunity services, serve as a member of the President’s cabinet and participate in a newly formed task force designed to support the well-being of students, staff, alumni, and faculty. In addition, as Title IX Coordinator, this role will have an open and confidential line to the Board of Trustees. This critical hire will be well positioned to help the Curtis Institute remain true to its core mission and values.

The Curtis Institute seeks a strategic thinker and a collaborative team member who can build relationships across an organization, is trustworthy and approachable, and strives to serve as a valued and reliable resource to students, faculty, staff, and administration. The Director should be well versed in the delivery of Title IX rules and regulations and human resources disciplines, including compensation and benefits, training and development, employee relations, and recruitment and selection as well as equal opportunity initiatives. Candidates from industries other than higher education are encouraged to apply.

For best consideration, please send nominations, inquiries, and expressions of interest in confidence to:

Shelly Weiss Storbeck, Managing Partner
Tammarah Townes, Managing Associate
Storbeck Search & Associates
CurtisTitleIX@storbecksearch.com

Curtis Institute of Music is committed to a policy of equal opportunity for all in every aspect of its operations, including admission, employment, service, and educational programs. Curtis complies with all laws that prohibit discrimination on the basis of sex, race, age, religion, ethnicity, disability, marital status, sexual orientation, national origin, ancestry, veteran status, or gender identity. Curtis is an equal-opportunity employer.