



## **Jazz Studies Instructor (RPT 5)**

Capilano University is named after Chief Joe Capilano (1854–1910), an important leader of the Skwxwú7mesh (Squamish) Nation of the Coast Salish Peoples. We respectfully acknowledge that our campuses are located on the unceded territories of the səliłwətał (Tsleil-Waututh), shísháłh (Sechelt), Skwxwú7mesh (Squamish), and xʷməθkʷəy̓əm (Musqueam) Nations.

At Capilano University we are committed to supporting a campus community that is both diverse and inclusive. We believe that diversity within our workforce is essential in creating both an exceptional student and employee experience. As part of our ongoing commitment to Diversity, Equity and Inclusion (DEI), we strive to ensure that our recruitment campaigns authentically reflect the diverse community we serve. We actively encourage applications from Indigenous Peoples, Black and racialized persons, persons with disabilities, women, and members of the 2SLGBTQIA+ community, as we value the unique perspectives, lived experiences, and skillsets each individual brings to CapU.

To help us focus our efforts, we encourage all applicants to complete a short anonymous questionnaire, if they wish. The results of the questionnaire are not linked to you or your application and do not form part of the selection process. The goal of collecting this anonymous data is to gain a better understanding our organizational reach, while continuously working to improve the diversity of our applicant pool.

All qualified candidates are encouraged to apply; however, Canadians and permanent residents will be given priority. Should you require accommodations during the hiring process please reach out to [jeremyorsted@capilanou.ca](mailto:jeremyorsted@capilanou.ca) (faculty).

**Competition Number: F202618**

**Position Title:** Jazz Studies Instructor

**Union:** Capilano Faculty Association

**Department:** Jazz Studies

**Position Status:** Regular Part-time,

**Workload Amount:** 5

**Internal or External – Internal and External**

**Appointment Date (mm/dd/yyyy):** 09/01/2026

**Job Posting Open Date:** April 24<sup>rd</sup>, 2026



**Job Posting Close Date:** May 18<sup>th</sup>, 2026

**Salary Scale:** \$9,420 per instructional section to a maximum of \$14,391 per instructional section based on previous experience. Scale placement will be completed according to the Collective Agreement.

**Location:** *North Vancouver*

### **Working with us**

At Capilano University, learners are our focus. Guided by the goals outlined in [Envisioning](#) and [Illuminating 2030](#), employees play an essential role in creating an exceptional learning experience for and with learners and are central to a thriving campus community. Together, we are inspired by imagination and Capilano University is one of the leading teaching-focused universities in British Columbia and one of BC's Top Employers. Grounded by our sense of purpose, we offer a meaningful, friendly, and dynamic work environment.

### **About the role**

The Fine and Applied Arts Department/School of Performing Arts at Capilano University invites applications for 1 regular part-time instructor. This is a unionized position with a teaching commitment of 5 Sections per academic year. Courses have a maximum of 52 students and will be delivered at our North Vancouver campus. This role requires instructors to teach in the Fall and Spring Terms. The commitment level for this position will be met over two terms. This position will begin on September 1, 2026.

The successful **candidate** will teach courses in the area of Jazz Studies at the undergraduate level and may be asked to teach or develop other courses within their area of expertise. Duties include:

- Teach subjects and skills related to your area of expertise.
- Prepare and deliver courses, which includes lectures, seminars, tutorials, labs, clinical supervision, field trips, and online or hybrid classes.
- Evaluate student learning through assessments and marking.
- Provide support to students through weekly office hours and advising.
- Engage in ongoing professional development to maintain expertise and stay current with advancements and best practices in relevant fields of study.

They will also be expected to support **School of Performing Arts /Jazz Studies** initiatives and provide service to Departmental, Faculty and University wide committees, including:

- Create and update course materials, outlines, and curriculum.

- Actively participate in department recruitment and outreach activities.
- Participate in meetings, committees, and events at the program, department, faculty, and university levels.

### **Experience, competencies & qualifications**

Preference will be given to candidates with (or very near completion of) a PhD or DMA in Jazz Studies or closely related discipline. Candidates with a Master's degree in Jazz Studies, or closely related discipline, and demonstrated excellence in teaching will be considered. They will bring a national and/or international career as a performing jazz musician and/or composer, documented by recordings and a history of performances, along with teaching experience at the post-secondary level. The successful candidate will have a flexible skill set that would allow them to teach in a variety of areas in the curriculum including but not limited to: large and small ensembles, jazz improvisation, jazz history, ear training, jazz theory, big band and small group arranging, and upper-level research seminars.

We recognize that candidates may bring additional experience and qualifications other than those listed here; we encourage applicants to include any other relevant experiences, skills or perspectives that align with the role within your cover letter or curriculum vitae.

### **How to apply**

Please submit your application package to [talentacquisition@capilanou.ca](mailto:talentacquisition@capilanou.ca) and be sure to include the following:

- 1) The position title and competition number in the subject line of your email. Ex: **Jazz Studies – Competition number F202618**
- 2) A cover letter outlining qualifications for the position (No more than two pages)
  - a) including a statement describing any contributions made or planned in relation to advancing diversity, equity, and inclusion or Indigenization or Decolonization in teaching, or service within higher education, community-based or other professional settings.
- 3) A curriculum vitae that includes hyperlinks to recent performances and recordings.
- 4) Your responses to the supplemental questions shared below. Please include both the question and your response in the body of the email:
  - a) Are you legally entitled to work in Canada? (i.e. valid work permit, permanent resident, Canadian citizen) (required)



Shortlisted candidates will be invited to participate in an **in person/virtual** teaching demonstration and interview with the search committee. Successful candidates will be required to provide references from two people who are familiar with their work.

***Thank you for your interest in this opportunity with us at Capilano University!***