

Confluence: Willamette Valley LGBT Chorus

Artistic Director Job Description

Reports Directly to:

Confluence: Willamette Valley LGBT Chorus Board of Directors (hereinafter known as Confluence).

Duties and Responsibilities:

A. Directing the Chorus

Conduct and organize rehearsals, musical retreats, and concert performances: both scheduled and outreach, including GALA Festivals.

Determine voicing parts, seating and staging arrangements for singers.

Attend rehearsals, musical retreats, and concert performances as scheduled, except in case of emergency or illness.

Coordinate with the Production and other committees as needed.

B. Choosing the Music

Decide the length and suitability of the music while remaining within the guidelines of the chorus mission and vision.

Develop a standard repertoire as well as theme-based lineups for individual concerts.

Work with music publishers and composers on securing necessary permission in acquiring music rights.

Consult with the Finance Committee to prepare each concert term as to remain within the approved Chorus budget and obtain approval by the Board of Directors.

Identify themes for each concert term.

C. Rehearsals

Schedule and coordinate rehearsals.

Provide the opportunity for growth in musical skill and musicianship of the chorus members.

Delegate the production and availability of rehearsal recordings or tools, which should be available no later than the third rehearsal of each term.

Teach or delegate choreography to members as needed.

Work closely with the Principal Accompanist and guest musicians and other artists as appropriate.

Decide on concert venues.

D. Community Liaison

Represent Confluence through networking with other regional LGBTQ organizations.

Be aware of LGBTQ community issues.

Provide community outreach and awareness through the selection of songs.

Communicate with directors of other related musical groups (GALA choruses, LGBTQ performance groups) when scheduling chorus concerts and events.

E. Professional Growth

Attend conferences and workshops as provided for within the Board-approved budget for the fiscal year.

Maintain membership in professional organizations as provided for within the Board-approved budget for the concert season.

Network with other choruses and Artistic Directors.

Remain abreast of current music and leadership issues in the LGBTQ movement and GALA

F. Working with the Board of Directors

Work with the Finance Committee to prepare the Chorus budget.

Attend monthly Board meetings and provide monthly reports to the Board of Directors.

Attend standing ad hoc committee meetings as determined by the Board of Directors.

Chair Production Committee.

Assist the Human Resources Committee in conducting an annual evaluation of the Principal Accompanist. In the event of a vacancy in the Principal Accompanist position, assist in the search for and make recommendations to the Board on the hiring of a replacement.

Recruit and supervise guest musicians and other artists for concert performances.

Job Qualifications:

BA or higher degree in Music, Music Education or equivalent experience.

Experience in conducting community choruses.

Experience in planning and implementing concerts, including creative programming skills.

Ability to motivate individuals.

Ability to mentor and develop chorus members.

Provide oversight for guest musicians.

Ability to work independently.

Excellent problem solving, communication, and organizational skills.

Ability to meet schedules, timelines, and remain within Board- approved budget.

Basic knowledge of Oregon GALA and LGBTQ choruses.