

**Job Description: ROGUE WORLD ENSEMBLE MUSICAL DIRECTOR**

Supervised by: Contract position overseen by the Executive Director

Purpose of Position: Develop and deliver artistic programming, collaborations, and concerts that advance the mission of Rogue World Music.

Chorus Mission: Building community and cultural awareness in the Rogue Valley through world music performance, education, and participation.

Time Commitment: Approximately 10 hrs per week September - May & sporadic hours during summer. Flexible hours, evenings and weekends.

Pay Range: \$10,000 - \$15,000 per year, depending on qualifications, experience, and scope of duties negotiated.

**Responsibilities:**

**1. Design, coordinate, and direct Ensemble programming (60%)**

- Identify concert themes and collaborations that support RWM's mission.
- As part of an artistic team, design concert performances including theme development & integration of guest artists, instrumentalists, soloists, program notes, and visuals.
- Organize annual performance schedule of concerts, outreach, & other appearances.
- Research and recommend appropriate music for the upcoming season. Consider music recommendations from others both within and outside of RWM.
- Organize a rehearsal schedule at the beginning of each concert season and rehearse the Ensemble to perform successfully.
- Coordinate with Events Manager to ensure that accompaniment, technical, and venue needs are understood and reflected in contracts for service.
- Coordinate with volunteer Production Manager to develop blocking, costuming, and staging.
- Conduct auditions and singer self-evaluations annually.
- Audition, select and coach soloists and small groups within the Ensemble.

**2. Work with musical consultants, staff, and volunteers to enhance the Ensemble's knowledge and skills (15%)**

- Select, support and supervise section leaders to actively build musical leadership within the Ensemble.
- Provide section leaders with detailed rehearsal plans, learning objectives, and sectional rehearsal needs. Give feedback and invite input.
- Periodically help identify and hire workshop presenters for vocal and other skill-building clinics, specialized cultural repertoire, movement and other topics.

**3. Produce music materials (10%)**

- Consult with designated singers on musical details of the rehearsal list such as key, tempo, pronunciation and any modifications needed for making accurate practice recordings.
- With support from designated singers, produce a complete set of part-recordings for each season's repertoire.

- Work with staff to purchase and/or produce digital and hardcopy scores, worksheets, translations, etc.
- Occasionally arrange songs for the Ensemble or delegate arrangement to others if needed.

#### **4. Board and Financial (5%)**

- Attend occasional Board meetings as needed and provide an annual report to the Board.
- Attend and provide input for the annual Leadership retreat.
- Provide input to Executive Director as part of annual organizational budgeting process.
- Work with Executive Director to develop Ensemble-related project budgets for grant proposals.
- May participate with Executive Director in fee negotiations for artists and other personnel.

#### **5. Public relations, marketing, and development (5%)**

- Work with the Ensemble, the Board, and volunteers to promote a positive atmosphere of community-building within the organization.
- Participate in occasional fundraising events and media appearances.
- Maintain a presence and actively promote Ensemble programs on social media.
- Network with other arts & culture organizations, music directors, and community groups to increase the visibility of the Ensemble and to encourage collaboration.
- Maintain and update professional competence by attending workshops, classes and conferences, and participating in professional choral and world music organizations.
- Attend concerts of other choral and world music organizations.

#### **Working Conditions:**

The Musical Director works primarily out of his/her own office or studio and attends Tuesday evening rehearsals from 6:00 – 8:30 pm September through May at a venue in Ashland. The Musical Director frequently travels short distances to meetings, additional rehearsals, other performances, etc. Reliable internet access is required for communications and file-sharing via Google Drive and other apps.

As a contractor, the Musical Director has wide discretion in how to deliver the specified services. The Musical Director is expected to complete a self-evaluation and consult with the Executive Director annually to discuss accomplishments, challenges, needs, and expectations.