

Vacancy for Music Director of Croydon Philharmonic Choir

Job Description

Overarching Objectives

The overarching objectives of the Music Director are to:

- develop the choir musically;
- maintain and enhance performance standards;
- ensure that members' experiences of rehearsing and performing together are enjoyable and educational and, in so doing, maintain a strong level of membership;
- help the choir to attract good audiences to create excitement and sustain financial viability;
- work with the Trustees to agree a programme schedule at least 18 months ahead.

Musical Performance

The Music Director will:

- prepare the choir for concerts, conducting weekly rehearsals (approximately 40 per season) and public concerts undertaken by the choir (normally 3 or 4 per season, or such additional concerts as the Music Director and Trustees shall agree);
- arrange cover for absences as needed, ensuring rehearsals continue as planned;
- seek to maintain and improve members' singing technique, musical knowledge and general musical ability through weekly rehearsals and workshops;
- propose and agree with the Trustees concert programmes, taking into consideration suggestions from the Trustees and the membership, and ensuring these programmes are costed, varied and stimulating. The programmes should take into account the choir's musical potential and interests, likely audience popularity, and budget availability. The preparation of concert and associated rehearsal programmes should be completed at least 12 months in advance of the start of a season;
- conduct a voice consultation with prospective new members.

Operational Support

The Music Director will:

- work in partnership with the Trustees and contribute to the effective management and leadership of the choir. The Music Director will:
 - attend some Committee meetings (paid) at the invitation of the Chair on non-rehearsal evenings, whenever is reasonably possible;
 - liaise with Trustees as required and in a timely manner in between meetings; and
 - provide guidance and advice as appropriate on all musical matters.

- in conjunction with the choir librarian, choose musical editions and suggest sources of copies, giving adequate notice for the librarian to obtain copies of the music before the first rehearsal for a concert;
- source, subject to agreement with the Trustees, soloists and accompanying orchestras or ensembles where required, as appropriate for the choir's budget and performance venue;
- liaise with the Secretary and Treasurer to facilitate performance payments;
- prepare a written Music Director's report for the choir's Annual General Meeting each October.

Marketing and Publicity

The Music Director will:

- support the Trustees to prepare the content for printed programmes, posters and other marketing materials for all concerts, by ensuring timely information to help in writing programme notes and ensuring that soloist biographies are up-to-date and correct;
- actively promote the choir e.g. through personal, local and established networks, interviews.

Future Development and Direction

The Music Director will:

- work with the Trustees to try, working within the choral tradition, to extend the choir's reach to a wider and more diverse range of singers, audience members and supporters;
- be available, by agreement, to support the choir in extracurricular activities that promote the choir, such as taking part in local events, workshops and social activities which enhance the social cohesion of the membership.

The appointment will be subject to a probation period of one year. The structure of contractual payments will be open for discussion.