



Phoenix Children's Chorus Artistic Director

Description

The artistic director provides the artistic vision of Phoenix Children's Chorus and is responsible for the leadership and direction of every aspect of the programming, choral education and performances by the chorus. The artistic director reports to the board of directors and works in conjunction and in consultation with the executive director.

Artistic Management

- Provide overall artistic leadership and direction for the chorus
- Conduct premier international touring ensemble including rehearsals, performances and tours
- Serve as official spokesperson at all choral activities and events including auditions, parent orientation and meetings, concerts, camp and tours
- Supervise all rehearsals, performances, events and concerts
- Create, coordinate and implement a comprehensive choral music educational program
- Hire, supervise and evaluate all PCC artistic personnel and provide annual written reviews
- Supervise directors and instructors of all ensembles and classes to achieve learner outcomes as stated in PCC guidelines and handbook
- Plan, organize and coordinate with executive director and choral team annual tours and camp
- Supervise, teach and implement music literacy curriculum
- Promote and grow membership at all levels using recruiting and retention strategies
- Supervise all artistic aspects in the choice of repertoire and selection of venues
- Work with executive director to set up annual calendar for all events
- Seek, support and develop performance and promotional opportunities for the choirs
- Model and teach appropriate rehearsal and concert etiquette in collaboration with the artistic team
- Participate with executive director in fee negotiation for artists and other personnel
- Maintain a positive working relationship with choristers, personnel, parents, PCC board and stakeholders

Board Relations

- Attend board meetings and present monthly reports to the board regarding the status of the artistic programs and projects
- Work closely with the board of directors and executive director on all facets of the organization including strategic planning, setting policy, budgeting, fundraising, recruitment, marketing and programming.

Public Relations

- Serve as the official spokesperson for the organization
- Participate in community activities that further the name recognition of the chorus
- Represent the Chorus in media appearances
- Participate in musical and professional organizations locally and nationally
- Collaborate with management in developing marketing campaigns and publicity for the chorus

Financial

- Develop annual comprehensive artistic plan that in collaboration with executive director provides the basis for the annual budget
- Follow the approved annual budget for all programming and events
- Collaborate in the preparation of grant applications
- Support organizational fundraising efforts by cultivating and nurturing relationships with donors

Requirements

- Advanced degree in music education, teaching degree and substantial relevant work experience
- Minimum five years of music teaching experience with children
- Demonstrated command of vocal/choral methods and techniques, pedagogy and conducting
- Detail oriented, excellent time management, strong verbal communication, organization and logistical planning skills
- Ability to inspire elementary through high school singers
- Extensive knowledge of choral repertoire suited for all age groups and level of musicianship
- Willingness to work flexible hours including evenings and weekends

Application Process

Applicants should email to adsearch@pcchorus.org before January 12, 2019 at a minimum:

- Cover letter
- Resume
- Links to recordings or videos of recent performances and rehearsals
- Program from recent performance

Selected interview candidates will be asked to provide additional materials including letters of recommendation

Target Timeline

- January 12, 2019 deadline to submit cover letter, resume & links
- January 2019 complete confidential preliminary screening
- February 2019 complete confidential interviews
- March 2019 complete final selection
- April 2019 announce new Artistic Director
- Train with current artistic director dates TBD
- July 1, 2019 start artistic director position

About the Position

- Part-time averaging 15 hours per week (summer & holiday break), Tuesday evening rehearsals, one Saturday morning rehearsal per month September through April, one Saturday afternoon staff meeting per month August through April, flexible hours, evening and weekends as needed for events, summer camp, tour, board meetings, outreach and performances.
- Salaried part-time position \$30,000
- Report directly to Board of Directors