

Job Description for Musical Director, CHCH Boys' Choir

Accountability: The conductor must work in consultation with, and under the direction of the CHCH Boys' Choir (CBC) committee and is accountable to them.

Appointment: The appointment is a permanent position, reviewed annually. Subject to the committee being satisfied that the job description is being fully met, the contract will be continued.

Remuneration: The Musical Director (MD) will receive a pay package which will include a separate allowance for performances.

Key Tasks: The MD is responsible for all aspects of the musical leadership of the choir to ensure the objectives of the choir are achieved. The responsibilities include:

- Taking responsibility for the CBC and maintaining high standards of performance
- Designing a music programme for the choir which will be varied, challenging and musically satisfying. The programme should include NZ compositions where appropriate
- Selecting and sourcing appropriate music in consultation with the committee and within budget guidelines
- Providing musical vision for the choir
- Conducting rehearsals which must start and finish on time
- Conducting performances of the choir to the highest standard possible
- Attending all rehearsals and performances as required unless prior arrangements have been made with the committee. In general, there is one concert per term and extra rehearsals if required. Tours, workshops and an annual camp may also be arranged
- Liaising with other choirs/organisations for combined choral performances
- Organising a minimum of four performances per year in consultation with the committee
- Developing and maintaining excellent relationships with boys, parents, committee members and wider community.
- Being responsible for managing the behaviour of boys
- Supervising the choir's accompanist and providing leadership to them as well as appointing the accompanists in consultation with committee
- Being a positive role model for boys
- Conducting new member auditions and maintain membership register.
- Being responsible for organising a replacement if either MD or accompanist is away, including notifying committee and members at the earliest possible time.
- Attending committee meetings and AGM and presenting a written report
- Advising committee on all musical matters
- Advising committee on all matters relating to welfare of the boys
- Supervising and training any assistant conductors