



JOB DESCRIPTION

Director/Musical Coordinator

Sacramento Valley Chorus (SVC), Sweet Adelines International (SAI)

Job Purpose

The Sacramento Valley Chorus is a Sweet Adelines International women's barbershop a cappella chorus based in Sacramento, California. The Director serves as the musical coordinator for the chorus and is responsible for their overall musical product. S/he provides the artistic and musical vision, leadership, and inspiration, as well as the technical and teaching skills to continue to advance SVC's artistic excellence. S/he agrees to abide by International, Regional, and Chapter Bylaws, plus Regional and Chapter Standing Rules.

Duties and Responsibilities

- Exercise final authority for all decisions pertaining to rehearsal, performances, and shows. Assume or delegate responsibility for the following aspects of chorus performance:
 - Appoint Assistant Director(s), Administrative Assistant/Coaching Manager, Music Team
 - Select outside coaches, within budget constraints
 - Work collaboratively with the Music Team in the selection of music and arrangements to be performed.
 - Decide the order of rehearsals and performances
 - Decide riser standing positions
 - Determine eligibility of members for singing engagements, shows, and competitions
 - Create plans to assist members having musical or other difficulties related to chorus membership.
- Plan and direct weekly chorus rehearsals (3 hours), including all-day rehearsals except in cases of scheduled vacations or in case of an emergency. If necessary, s/he will make arrangements for an Assistant Director or music team member to conduct the rehearsal.
- Direct the chorus at singing engagements, or make arrangements for an Assistant Director or music team member to fill in if necessary.
- Schedule extra rehearsals when deemed necessary.
- Consult with the Visual Coordinator in planning choreography to ensure the enhancement of the musical product.
- Review/approve all requests for performances.
- Provide education/training to members in singing four-part harmony, barbershop style.
- Delegate evaluation of the readiness of chapter quartets for performing.
- Participate in the annual strategic planning process.
- Attend monthly Management Team meetings to manage chorus business, which includes budgets, policy and procedural issues, interpersonal issues, calendaring, membership recruitment, etc.
- Attend SAI and Regional training sessions for music directors.
- Encourage and assist in the development of Assistant Directors.

QUALIFICATIONS

Required

- Proven and demonstrated technical musical skills in the barbershop style.
- Desire to pursue further development of musical and directing skills by attending training classes/seminars.
- Strong leadership and communication skills—both verbal and written.
- Ability to create an environment that encourages self-improvement and participation.
- Strong teaching, rehearsal and delivery skills.
- Outstanding interpersonal skills.



JOB DESCRIPTION

Director/Musical Coordinator

Sacramento Valley Chorus (SVC), Sweet Adelines International (SAI)

- Basic computer skills.
- Director certified or willing to attain Director Certification within 12 months.
- Desire to attain Master Director level.

Desired

- Formal musical training.
- Experience directing a barbershop chorus at Regional and/or International competition