



Interim Artistic Director Position Description
2021-2022 Season

Since 1992, Aurora Chorus has honored the strength and beauty of women's lives through the fine art of choral singing. Aurora was founded on the belief that music can be a powerful instrument of peace—locally, globally, and in the hearts of all who sing and all who listen. In an atmosphere of personal growth and cooperation, Aurora is proud to provide both novice and experienced singers with an unparalleled opportunity to expand and transform a love of singing into an understanding and appreciation of healthy vocal production, choral technique, musical expression, and musical literacy.

For more information see: <http://www.aurorachorus.org/>
or contact: adsearch@aurorachorus.org

Term of employment: August 1, 2021 - June 30, 2022.

Compensation: \$1500- \$2200/month based on experience

Duties of the Interim Artistic Director:

A. The Interim Artistic Director shall:

- 1) Determine program material and themes for 2-3 major concerts. Secure the necessary music within budget constraints.
- 2) Screen and determine voice placement of new singers (S1, S2 A1, A2) for every session accepting new singers.
- 3) Lead 3-4 hours of "Choral Basics" instruction for newly enrolled, less-experienced singers, typically offered during the first month of each session. Topics covered should include: "what to expect in rehearsal," "how to follow a score," "following the conductor's gestures," and "diction for singing."
- 4) Supervise the Accompanist; set rehearsal expectations and provide rehearsal resources.
- 5) Conduct all rehearsals and performances. Rehearsals are on Thursday evenings, beginning September 2021.
- 6) For each concert term prepare rehearsal recordings of each vocal part for use by singers to learn the concert repertoire.
- 7) Communicate pertinent information and direction to the Chorus Coordinator and Concert Production Coordinator.
- 8) Supervise and provide support for all musical personnel:

- Section Leaders - to include a music orientation meeting with Section Leaders prior to or at the start of each concert cycle to determine discrepancies between recordings and scores, and address the need for potential clarifications.
- Rehearsal/Concert Accompanist, instrumentalists
- Supervise technical team to support virtual rehearsals/programming and presentations

B. Marketing & Community Engagement: The Interim Artistic Director shall:

- 1) Prepare a brief concert description for promotional mailings and website.
- 2) Write and submit program notes for each concert.
- 3) In close collaboration with the Board, cultivate relationships with other arts organizations to support and strengthen Aurora's mission and values related to equity and social justice.

C. Administrative Duties - The Interim Artistic Director shall:

- 1) Be the spokesperson for the Aurora Chorus on an "as needed" basis regarding performances and in response to media requests regarding the Aurora Chorus.
- 2) If available, attend all significant fundraising and other Aurora Chorus events as requested by the Aurora Chorus Board of Directors.
- 3) Solicit and hire competent instrumental accompanists as independent contractors and make arrangements for their participation in rehearsals and performances, including providing musical scores in a timely fashion. Convey the information about the accompanists to the Chorus Coordinator and Concert Production Coordinator, who will arrange compensation within the limits of the Aurora Chorus Budget line item.

D. Board and Aurora Coordinating Team (ACT) Working Relationships:

- 1) The Interim Artistic Director shall be invited to attend and participate in Aurora Chorus Board of Directors meetings in a non-voting ex officio capacity. They will submit a written report to the Board outlining current issues, concerns and concert preparation progress.
- 2) The Interim Artistic Director shall attend and participate in ACT meetings unless unable to do so. Participation to be negotiated.
- 3) The Interim Artistic Director agrees to use their best efforts to advance and promote the Aurora Chorus in collaboration with the Aurora Chorus Board of Directors to achieve Aurora Chorus goals and mission as expressed by the Aurora Chorus Board.
- 4) The best interests of the Aurora Chorus, Inc., shall govern all decisions of the Interim Artistic Director.
- 5) Any new works or musical arrangements created for Aurora Chorus, created by the Interim Artistic Director during the term of this Agreement, shall be the property of the Interim Artistic Director.