



## Artistic Director Position Description

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. Aurora is proud to provide a choral home for singers at all skill levels who desire the opportunity to transform their love of singing into a dynamic ensemble experience, grounded in healthy vocal production and solid choral technique.

The mission of Aurora Chorus is *to elevate women’s voices and to open the hearts of singers and audiences through sharing diverse choral repertoire, celebrating musical excellence, and cultivating community.*

### Duties of the Artistic Director

#### A. Artistic: Duties. The Artistic Director shall:

- 1) Determine program material and themes for 3 major concerts per year. Secure the necessary music within budget constraints. Assist the music librarian in providing scores to singers.
- 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, novice 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) For each concert term provide rehearsal recordings of each vocal part for use by singers to learn the concert repertoire.
- 5) Supervise and provide support for:
  - Volunteer section leaders
  - Rehearsal/Concert Accompanist, Instrumentalists
- 6) Conduct all rehearsals and performances. Rehearsals are on Thursday evenings, beginning September 2022.
- 7) Communicate pertinent information and direction to the Chorus Coordinator and Concert Production Coordinator.

#### B. Marketing and Community Engagement: The Artistic Director shall:

- 1) Write program notes for each concert, and prepare a brief concert description for promotional mailings and the website.

- 2) Be the spokesperson for the Aurora Chorus on an "as needed" basis regarding performances and in response to media requests regarding the Aurora Chorus.
- 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.
- 4) Attend all significant fundraising and other Aurora Chorus events as requested by the Aurora Chorus Board of Directors.

C. Administrative Duties - The Artistic Director shall:

- 1) Work with the Board to prepare a budget for the upcoming year.
- 2) Identify and secure the services of competent instrumental accompanists as independent contractors and make arrangements for their participation in rehearsals and performances, including providing musical scores in a timely fashion.
- 3) 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.
- 4) Submit a monthly written report to the Board outlining current issues, concerns and concert preparation progress. The Artistic Director shall be invited to attend and participate in Aurora Chorus Board of Directors meetings in a non-voting ex officio capacity.
- 5) Attend and participate in meetings of the Aurora Coordinating Team (Aurora's Volunteer Leadership Team for Concert Production and Singers).

Required Qualifications:

- Bachelor's Degree in Music, Music Performance or Music Education.
- Two or more years' experience in choral conducting.
- Ability to guide singers of various experience levels toward a unified, mature choral sound.
- Passion for promoting women's voices and social justice.
- Positive and empowering attitude.

Desired Qualifications:

- Arranging and Composing Skills.
- Keyboard or other accompanying instrument skills.
- Experience working with mature women's voices.