



DIRECTOR JOB DESCRIPTION

Job Title: Director

Reports To: Management Team

Date: September 19, 2023

Primary Purpose:

This Job Description outlines the role and responsibilities as set forth by the Grand Rapids Chorus of Sweet Adelines (GRSA).

The Grand Rapids Chorus has been reaching audiences since 1951, and is made up of 60+ energetic singers, who are passionate about performing a cappella, four-part harmony, barbershop-style songs. Although Grand Rapids is our name, our members come from all over Michigan, from Traverse City and Gaylord to Lansing and the Lakeshore. We all share a close bond through the love of music, performance, and competition.

We understand that the chorus director is important to the successful operation of our chapter. The Director is charged with carrying out one of the purposes for which Sweet Adelines International (SAI) was formed, "Providing education and training for its members in singing four-part harmony, barbershop style."

Major Responsibilities and Duties:

- Provide education and training for members in singing four-part harmony, barbershop style.
- Teach vocal skills and interpretation for all music.
- Plan and lead scheduled rehearsals and performances, including extra rehearsals, or plan for substitutes.
- Facilitate the development of music leadership in the chorus.
- Establish and maintain a chorus Music Team
- Select chorus music upon recommendation by the Music Team.
- Represent the Music Team as a member of the Management Team.
- Audition new members as set forth in the Chorus Standing Rules and SAI Policy
- Develop programs and opportunities where chorus members receive feedback regarding their vocal and visual skills.
- Assist the Financial Coordinator in documenting salary payments for rehearsals and performances and any other expenses.
- Lead and participate in competition expectations.
- Participation in Sweet Adelines International and regional educational events
- Plan and approve visual plan.
- Select and appoint assistant director(s), associate directors, section leaders and other vocal leaders.
- Participate in the Directors Certification Program (DCP) within two years of assignment.

Financial Responsibilities:

Independent contractor compensation paid to the Chorus Director is considered "fees for services" rather than wages. As an independent contractor the director should be aware that all fees are considered taxable income and should be reported on their individual income tax return.

Qualifications:

A passion for the barbershop art form.

Education/Certification:

- Preferred bachelor's degree in music education and SAI certified director
- 3-5 years of barbershop singing and/or directing (director, associate director, assistant director, etc.)

Special Knowledge/Skills:

- Barbershop choral emphasis.
- Excellent communicator
- Strong leader
- Excellent skills in conducting, performance, and music analysis.
- Artistic vision and administrative skills to lead, maintain, and grow an already vibrant choral music program.

Experience

Three years choral directing experience in Barbershop highly preferred

Approved by the Management Team

Date