

Philharmonic Society of Belleville

116 North Jackson, Belleville, IL 62220



Job Announcement

Position Description: Music Director, Philharmonic Society of Belleville Youth Orchestra

Job Summary:

The Music Director is the artistic supervisor of the Youth Orchestra (YO), charged with primary responsibility for the following: Training and artistic development of the Youth Orchestra; conducting the Youth Orchestra at rehearsals and performances; engaging additional qualified individuals needed to assist in training; selecting music to be performed; and auditioning, selecting and placing members. In addition, the Music Director is responsible for developing and executing a recruitment program, maintaining close liaisons with school and private music instructors, and carrying out public relations activities on behalf of the YO.

The Music Director reports to the Board of Directors and serves as artistic advisor to the Board and its Committees. The Music Director carries out all required duties in a manner consistent with the policies, procedures, goals, and objectives established by the Board of Directors.

Musical Responsibilities:

1. Rehearse and conduct all YO concerts and rehearsals scheduled by the Philharmonic Society of Belleville Youth Orchestra each fiscal year. The YO season runs from late August through July, encompassing weekly rehearsals, three concerts, and a summer intergenerational concert.
2. Supervise the work of any assistant or substitute conductor, if needed. Music Director is responsible for providing any remuneration required by any assistant or substitute conductor.
3. Coordinate with Librarian and Board of Directors on the purchase or rental of scores; ensure that all bowings and markings are clear and consistent before study parts are copied.
4. Stay abreast of repertoire for youth instrumentalists choosing repertoire appropriate to the group and ensure the effective use of all orchestra players.
5. Select works to be performed and determine the number and type of rehearsals (sectionals, etc.) required.
6. Select guest artists, as needed, for concerts.
7. Assist the YO with planning and organizing auditions for membership in the YO and judging the auditions, as needed. In consultation with judges, select and approve players.
8. Assist with young artist Tuerck competition and program planning.
9. Select principal players, and determine seating within each section.
10. Exercise leadership in developing the total artistic quality of the YO.
11. Determine the stage setup to present the YO at its best acoustically and visually, collaborating with appropriate personnel in arranging for any special musical needs.
12. Work closely with the Beginning Strings Director to foster a line of succession from that program to the YO.

Non-Musical Responsibilities:

1. Assist the YO in the development and implementation of a recruitment program in the local community through the public schools and their music instructors.
2. Serve as the YO artistic liaison with schools and community music educators, developing a collaborative working relationship.

3. Assist the YO in its fundraising efforts and development of relationships with local and state government, music organizations, and patrons and potential patrons.
4. Play a visible and active role in the community while helping develop the overall public image of the YO in the community and beyond.
5. Assist in the general promotion of the YO by being available for public appearances, fund drives, etc.
6. Strengthen the voluntary culture of the YO by working with the Board of Directors, parents, and other volunteers on special projects designed to help the YO. Position requires ability to work closely with parents and volunteers.
7. Attend Board meetings as possible and provide reports on artistic activities as needed.
8. Stay abreast of artistic activities in the orchestra field; recommend to the Board new activities that may advance the YO's objectives.
9. Meet with the other Conductors of the Philharmonic Society of Belleville to coordinate events, policies, and artistic direction of the YO.
10. Perform any other duties as assigned by the Board of Directors.

Accountability and Evaluation:

The Music Director of the YO is accountable to the Board of Directors of the Philharmonic Society of Belleville. Performance reviews will be conducted annually by the Board.

Compensation:

Approximately \$7,200 per year. Review after one year. No benefits offered.

Application Procedure:

Send resume and cover letter prior to June 30, 2023 to:

Laura Veach, Board Secretary
Philharmonic Society of Belleville
116 North Jackson
Belleville, IL 62220
Or e-mail to
Laura.sings.4@gmail.com

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