

MGC Choir - Musical Director

Job Description

The Musical Director is a Trustee of the Choir and sits on the main Committee. The Musical Director's prime responsibility is to determine the musical content for the concert performances and to run rehearsals for those performances.

Responsibilities to include.

Music:

- Decide on programme content and performance style
- Source new music –either printed or for arranging purposes
- Either arrange or liaise with our arranger regarding instrumentation and parts.
- Check and arrange printing of scores and band parts
- Arrange for the collection and return of band parts from band librarians
- Return band packs to store and manage the same
- Catalogue – keep updated in conjunction with the librarian. (Location, parts, quantity, orchestration detail, last used date)

Venues:

- Agree with the Finance team on dates for Guildhall Concerts. Finance team to handle the contracts and payments.
- Agree dates and venues as required by concert programme (Charity Concerts etc..)
- Liaise with MGC Stage Manager regarding set up requirements.

Bands:

- Agree with the Finance team on Bands for Guildhall Concerts. Finance team to handle the contracts and payments.
- Liaise with MGC Stage Manager regarding set up requirements.
- Liaise with Band DOM regarding programme content (sending MGC draft content) 2 months prior to concert

Printers:

- Decide the Music content and layout after liaising with Band. Finance team to arrange remainder of programme content and all printing and distribution

Rehearsals:

- Run the rehearsal. (Friday nights 7:30 – 9:30)
- Agree the inclusion of new members having consulted with 'trusted' listeners
- Agree and publish dates in conjunction with the committee
- Produce rehearsal files as required for each section
- Arrange venues, dates and run sectional rehearsals when required
- Accompanist – arrange cover when Hon Accompanist not available.