



CONDUCTOR JOB DESCRIPTION

ROLE:

The role of the Conductor of the Strathcona Symphony Orchestra ("SSO") is to lead musicians of all ages to the excitement of orchestral performance through an atmosphere of enjoyment and learning.

RESPONSIBILITIES:

1. Support the Board of Directors in upholding the Mission Statement of the SSO, by:
 - a. becoming familiar with the history and objectives of the SSO;
 - b. being aware of current policies, procedures, and the role of the Board of Directors;
 - c. submitting to the Board of Directors, normally by the beginning of July, a proposed program for the upcoming season consistent with the proposed budget for that season.

2. Conduct the SSO and develop members musically under the following guidelines:
 - a. develop technical abilities in orchestra members, such as a sense of pitch and intonation awareness and an understanding of balance within the orchestra;
 - b. encourage in each musician a passion for orchestral repertoire and performance at a high level;
 - c. promote within each musician a sense of confidence in their playing ability, belonging to the group, and dedication, consistency and enjoyment;
 - d. instruct musicians in all areas of orchestral etiquette, including:
 - i. mutual respect;
 - ii. punctuality;
 - iii. concert dress code;
 - iv. responsibilities during rehearsals and concerts;
 - v. understanding the roles of conductor, section leaders, musicians, and board members;
 - e. conduct concerts and any sectionals held in conjunction with weekly rehearsals.
 - f. concerts will be at least two weekends per year (typically December and May, each involving two concerts) with scope for a third event (possibly March) which might be an alternative opportunity (e.g., chamber group performance) or a third full concert weekend, and will be decided in collaboration with the board of directors.

3. Complete these duties and requirements at all weekly rehearsals from September through May:
 - a. hold weekly rehearsals, normally scheduled on Mondays from 6:30 to 8:30 p.m.;

- b. arrive at least 15 minutes before rehearsal time;
 - c. oversee or delegate the tidying up of chairs, stands and piano in the rehearsal venue after rehearsal.
4. Hold the final decision-making authority regarding repertoire selection, subject to guidance from the Board of Directors regarding matters of budgeting and logistics, and after considering any requests from musicians. Each concert should include approximately 80 minutes of repertoire.
5. Hold the final decision-making authority regarding artistic matters concerning rehearsals and performances, including orchestra seating, staging requirements and lighting, subject to approval from the Board of Directors on any matter that, in the opinion of the Board, affects budgeting or musician safety.
6. Facilitate enrichment activities for the orchestra, which may include combined performances with other groups, sectional rehearsals with respected musicians, and guest conductors.
7. Collaborate with the Board of Directors by:
- a. attending Board meetings whenever possible;
 - b. bringing to the attention of the Board matters unrelated to regular conductor duties, such as issues of safety and potential litigation;
 - c. at least one month prior to each performance, providing to the Board and the musicians the final selection of pieces and the order of performance (including any intermission), and providing the Board with suggestions for programme notes;
 - d. at least one month prior to each performance, providing the Board of Directors with set-up requirements, seating arrangements, and instrument rental needs;
 - e. responding in a timely manner to emails and queries from Board members, and if the time for a response is to exceed 48 hours, emailing a notice advising of the delay;
 - f. seeking approval from the Board before committing to any expenditure of funds not specifically authorized in the budget.
8. Take an active role in recruitment of new members to the SSO by:
- a. inviting prospective new musicians to attend a rehearsal;
 - b. distributing SSO promotional materials;
 - c. encouraging non-members to attend SSO rehearsals;
 - d. raising the profile of the orchestra through community outreach activities.