



The West Texas Symphony
Is accepting resumes for
Symphony Chorale Director

Application deadline: May 26th, 2023

Minimum requirements:

Degree in music or equivalent professional choral conducting experience

Ability to manage, facilitate, and multitask numerous details

Strong written and verbal communication skills

Fiscal Responsibility

This position requires confidentiality and professionalism.

To apply: Send a one-page resume to employment@wtxs.org

- **Invited applicants will be required to audition by rehearsing the current Chorale membership for one (1) hour of their regularly-scheduled Tuesday-night rehearsals (7:00PM-9:30PM)**
- **Invited applicants will be expected to interview with the search committee.**

The mission of the West Texas Symphony is to enhance the quality of life in West Texas through professional music performances and music education.

The Symphony Chorale Director is artistically responsible for rehearsing, conducting, and administering all Chorale personnel which performs 2 chamber recitals each season (one in fall and one in spring), and performs on at least one performance of the Symphony Season.

The successful candidate responds to both the Artistic Director (Maestro) and Executive Director and is expected to be a good team member toward all staff and orchestra personnel. Artistic programming will be at the approval of leadership, and any financial needs toward programming must be carefully and responsibly coordinated between the Chorale Director and WTS staff.

There are no regularly scheduled office hours required for this position. The Chorale Director purview is to be maintained as needed with appropriate promptness.

Due to the nature of this position, the successful candidate must be able to be physically attend all rehearsals and performances during the season (August through May).

General Responsibilities

- Check email/voicemail daily and respond promptly and professionally.
- Act as liaison between staff and musicians as needed or requested.
- Work as a positive and productive member of the WTS team.
- Acquire prior approval by the Executive Director for all expenses. Submit all expense invoices/receipts immediately.
- Maintain Chorale rosters.
- Reporting accompanist payroll to Office Administrator.
- When applicable, understand and uphold Orchestra Personnel Policies in order to protect and serve both the musicians and the WTS as a whole.
- Preparing and distributing music in a timely manner
- Preparing, scheduling, and running Chorale auditions