



Job Posting: Choral Director

Overall Objective

Under the supervision of the Orchard City Community Chorus (OCCC) Board of Directors, the Choral Director is responsible for selecting the theme of each concert and the accompanying music, leading rehearsals and concerts, and directing this non-audition community chorus.

This role is part-time. We are looking for a Director to begin duties in January 2025.

Interested parties are welcome to respond to this posting with a resume and any pertinent information (such as availability). Potential candidates will be asked to interview with the hiring committee and demonstrate directorial skills by leading 1-2 songs at an OCCC rehearsal.

Please respond to us at: secretaryofoccc@gmail.com

Responsibilities:

- Choral directing at rehearsals, dress rehearsals, concerts, and special events.
- Work competently with musicians and accompanists of varying skill levels.
- Strive for the continuous improvement and development of the chorus.
- Set rehearsal and performance expectations such as timeliness, preparedness, etc.
- Work with the Board of Directors and other volunteers from the chorus.
- Independently select music that aligns with a specific theme for each concert season, appropriate to the general proficiency of the chorus members. A selection of approximately 12 songs per season is typical, with a subset coming from our existing music library and a subset acquired as new. Deliver the concert program to the Music Librarian at least two months before the beginning of each season. Music Librarian is responsible for procuring and organizing the music.
- Audition and select the four special ensembles that will participate in the concert. Chorus members are encouraged to prepare and audition for solo or small group ensemble pieces. Approximately four of these are selected for the concert each season. These songs are prepared independently by chorus members, without utilizing the Choral Director's rehearsal time.
- The chorus will perform at least one concert per season – Winter (early December) and Spring (late May) – on a Friday or Saturday evening.
- Meet weekly for two hours at Campbell United Methodist Church choir room to rehearse – Monday evenings from 7-9pm. There are approximately 17 rehearsals in the fall season and 20 rehearsals in the spring.



ORCHARD CITY COMMUNITY CHORUS



- Secure a substitute choral director or accompanist when needed. When appropriate, hire local musicians to accompany the chorus in performances. OCCC will compensate the substitutes and extra musicians.
- Act as Master of Ceremonies for the concert, or secure an MC to perform that role.

Qualifications:

- Formal training in choral directing, a related field, or equivalent experience is strongly preferred.
- Must possess excellent leadership, communication, and interpersonal skills.
- Demonstrates thorough musical knowledge and a passion for music.

About OCCC

OCCC is a non-auditioned chorus with approximately 40-50 members singing SATB or SAB arrangements of popular music. OCCC was founded in 1985 as a 501(c)(3) non-profit choral group to serve the city of Campbell and adjacent Santa Clara Valley communities. Our seasonal concerts, one in December and one in May, allow our members to share their musical talents with the larger community and reach their creative potential through artistic performance.

Our Mission

OCCC is a friendly, welcoming, diverse chorus with three goals:

- Share our love of singing while working towards musical excellence.
- Entertain, enrich, and inspire our audiences.
- By participating, we support worthy causes within our community.

Contract Term: One season, part-time. Contract will be renewed each season by mutual agreement of the Board of Directors and Choral Director.

Employment Status: Independent Contractor (1099-MISC)

Compensation: Each season (fall/holiday and spring) compensation = \$2,000.

- At the end of each season, the Board of Directors may award extra compensation based on the net proceeds for the season.
- This is a part-time Independent Contract with no benefits.
- The 1099-MISC Independent Contractor pays their state and federal taxes and provides self-insurance.