

**Salisbury Symphony**  
**MUSIC DIRECTOR SEARCH JOB DESCRIPTION**

**JOB TITLE: MUSIC DIRECTOR**  
**REPORTS TO: Board of Directors**

**POSITION DESCRIPTION**

The Music Director serves as conductor of the Salisbury Symphony Orchestra and chief artistic director for all orchestral activities. Reporting directly to the board of directors, the Music Director works closely with the Board President, Executive Director, Education Director, and Personnel Manager to execute the symphony's mission to our community. The Music Director is responsible for ensuring that a high level of artistic quality is present in all aspects of the orchestra, including the Symphony's education and community engagement initiatives. As artistic director and conductor, the music director is experienced in effective rehearsal practices and performances with a professional orchestra, and is expected to have a deep knowledge of orchestral repertoire both old and new.

The Salisbury Symphony's Music Director brings a fresh perspective to every part of the orchestra while also accepting and building on existing successes in the organization. The Music Director takes the lead in working with others to cooperatively design a new future for the organization out of respect for the heritage that has already been established. In all things relating to orchestra personnel, such as artistic planning, auditions, solo assignments, seating, etc., the Music Director shall foster the creativity of those within the orchestra and uphold the ideals of fairness and sensitivity.

A dynamic leader who is committed to working together with musicians and staff, the Music Director is an effective and enthusiastic communicator, public speaker, and acts as the chief ambassador for orchestral music in our community.

**Artistic Responsibilities**

- Work with the Programming Committee and Executive Director to plan and schedule Salisbury Symphony concert activities, including rehearsals, for the contracted seasons. The Orchestra Series consists of six performances, including a family education event, an outdoor pops concert, and an annual benefit performance.
- Select and, in coordination with the Executive Director, contracting all guest artists for performance with the Salisbury Symphony Orchestra.
- Identify all equipment and technical needs and establish the stage setup requirements of each rehearsal and performance in coordination with the Production Manager.
- Guide, in conjunction with the Executive Director, the Production Manager, who is responsible for set-up, lighting, technical equipment, temperature control, and observance of fire and safety codes for all rehearsals and concerts.
- Conduct all Orchestra Series rehearsals and concerts.
- Work with administration to ensure that music is available in a timely manner, marked as needed, and within the budget constraints.

- Take part in social gatherings, public fundraising events, and other promotional activities, such as receptions and board meetings.
- Alongside the Executive Director, the Music Director will serve as ambassador of the organization for public appearances.

### **Administrative Responsibilities**

- Develop and propose enticing concert programs to build audiences in accordance with the Symphony's strategic 5-year plan.
- Assist the Board and Executive Director in developing and implementing the long-range plans of the Symphony.
- Work with the Finance Committee and Executive Director, help develop the Symphony's annual budget.
- Recruit, audition, select, and artistically engage with musicians.
- Attend meetings of the Board of Directors and Executive committee either in person or via digital conferencing.
- Work collaboratively with the Board of Directors and Executive Director to ensure the overall management of the organization is strong and positive.
- Consult with Board committees.
- Collaborate with the Executive Director to develop an annual marketing plan.
- Provide copy for website and printed materials, including season brochure, program book, and program inserts.
- Coordinate the creation or acquisition of concert program notes.
- Work with the Education Director and Executive Director to recommend to the Board appropriate education initiatives.
- Assist the Board in promoting the Symphony's programs in any way possible, to include, among others, speaking at civic clubs, community organizations, and on the radio, as well as providing interviews to news publications in conjunction with the Executive Director.