LEVEL I DIRECTOR

The San Francisco Girls Chorus is seeking Level Directors for the four levels of its Chorus School. Reporting to SFGC’s Director of Choral Studies, a Level Director is responsible for teaching and preparing repertoire and leading performances for the levels of SFGC’s Chorus School.

The Chorus School, which annually serves more than 350 singers, ages 4 to 18, from the greater Bay Area, provides a comprehensive music education that begins with a preparatory program for choristers ages 4 – 7, and continues through four levels of progressively challenging training. Upon graduation from the Chorus School, singers are eligible to audition for SFGC’s GRAMMY Award-winning Premier Ensemble, led by Artistic Director, Valérie Sainte-Agathe.

SFGC has campuses in several locations in San Francisco, and one in the East Bay. Rehearsals for each ensemble are held twice a week. Level I is one of the introductory groups of the Chorus School. Singers in Level I are between 7 and 10 years old. Rehearsals are held during afterschool hours.

GENERAL RESPONSIBILITIES:

- Select, teach, and conduct a variety of choral repertoire, implement curriculum, and set goals for singers in a given level.
  - Choral repertoire should be balanced to provide a variety of selections from various periods of music history, including contemporary and commissioned works.
  - All repertoire is reviewed by the Artistic Director prior to final selection.
- Teach and model healthy vocal technique
- Coordinate voice teaching with the SFGC Director of Voice Studies
- Integrate music theory and sight-singing curriculum into the regular rehearsal schedule, working collaboratively with SFGC’s Music Theory Instructors
- Provide opportunities for choristers to explore the dramatic elements of repertoire, and develop their physicality and expressivity in performance
- Select and/or provide choristers for collaborations with other arts organizations; teach and prepare the music for these collaborations, with guidance from the Director of Choral Studies. Attend rehearsals and performances with choristers
- Plan rehearsals and activities for summer camps, as required; attend and teach at the annual Day Camp and the week-long Away Camp in Healdsburg
- Regularly communicate with choristers and families about Chorus School and Level activities and schedules
- Communicate with choristers and families about program expectations and singers’ responsibilities, including each chorister’s commitment to learning and attendance at all rehearsals and performances
- Hold annual parent/chorister conferences to discuss musical growth and learning, as well as expectations for Chorus School promotion
- Update and maintain records of choristers, including attendance, information on parent conferences, and chorister progress
- Prepare semi-annual Chorister Repertoire Evaluations and Progress Reports
- Attend San Francisco and East Bay Chorus School auditions held annually
- Attend monthly faculty meetings, camp meetings, and other meetings relating to the Chorus School
- Arrive at least 15 minutes before rehearsal and be prepared to stay 15 minutes after

Updated Feb 2023
OTHER
- Directors may be asked to conduct other levels during special rehearsals or performances
- Attend meetings at the discretion of the Artistic Director and Director of Choral Studies

QUALIFICATIONS:
- B.A. in Music or Music Education, with emphasis on vocal performance, vocal pedagogy and/or choral conducting or similar experience; Master’s Degree preferred
- Experience and passion for working with young singers.
- Understanding of and proficiency in vocal technique, especially for young female voices.
- Thorough knowledge of classical and concert music repertoire.

POSITION:
Level Director is an hourly position, 38 weeks per year (Sep - May), non-exempt position. Additional hours may be assigned.

COMPENSATION:
Starting compensation will be $40 per hour. Compensated hours include:

- Rehearsal time (Schedule above)
- Administrative work (writing and answering emails, meetings, writing reports, offering support to students, auditions, etc.)
- Preparation time (preparing scores, picking repertoire, planning rehearsals, etc.)
- Concerts

For each hour of teaching, directors are eligible for an additional 1.5 hours of paid preparation and administrative time. This position is eligible for 20 hours a week of compensation.

Directors who work 20 hours or more per week are eligible for employer-sponsored health, dental, vision, and long-term disability insurance, a flexible spending plan, and an optional 403(b) retirement plan.

TO APPLY:
Email a brief cover letter, resume, and a list of three professional references to Director of Choral Studies Laney Armstrong at larmstrong@sfgirlschorus.org, and include the job title in the subject line. No phone calls, please.

The San Francisco Girls Chorus is an equal opportunity employer and does not discriminate on the basis of race, color, religion, gender, age, national origin, disability, marital status, or sexual orientation.

Updated Feb 2023