



## Camp Encore/Coda Orchestra Director Job Description

### Desired Qualifications

- Orchestral Conducting Experience
- String pedagogy experience preferred
- Familiarity with musical repertoire
- Strong organizational skills, detail oriented and self motivated
- Eagerness to work with young students in an ensemble setting
- Ability to evaluate student performance and make appropriate suggestions for improvement
- Strong and appropriate behavior-management techniques

### Responsible To

- Camp Directors

### General Responsibilities

- To provide a worthwhile musical experience for the campers and staff in our full orchestras
- To be primarily concerned with the health, safety, and general welfare of the campers

### Specific Responsibilities

- To plan and execute engaging and productive rehearsals every day
- To work with the director of music in selecting repertoire/purchasing new pieces for the group
- To work with the director of music in selecting pieces for the group from the music library
- To supervise and work with the manager in putting music in folders and keeping track of the music
- Insure that all music is signed out and signed in
- Submit a list of missing music to the director of music at the end of each session
- To prepare the group for camper concert performances and performances on parents day
- To conduct performances on camper concerts and parents day
- To take attendance at each rehearsal and report any absences to the head counselor
- To find an appropriate balance of rehearsal between tuning, rehearsing, playing through, talking, etc.
- To arrange for staff to fill in at concerts on parts that are not covered by campers
- To communicate with staff members holding sectionals the passages they should cover
- To be in charge of the musical decisions for the orchestras you conduct, and to respect the decisions made by other music faculty in settings outside of the orchestras
- To collaborate with other faculty members in the camper-staff orchestra, Chamber Orchestra

## COVID Policy

Staff members will need to comply with all guidelines and requirements set by the State of Maine, the US CDC, and Camp Encore/Coda. These guidelines and requirements are constantly evolving and will not be known until the start of camp. They also may change during the camp season. Staff members will need to be flexible, comply with mask-wearing mandates, and be willing to assist with cleaning, supervision of camper hand washing, and other COVID related duties as required.

### Essential Functions

- Visual and auditory ability to be able to identify areas where campers need improvement and be able to communicate to them what they must do to improve
- Ability to observe camper behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures and apply appropriate behavior-management techniques
- Cognitive and communication abilities to plan and conduct the activity to achieve camper development objectives
- The physical stamina to function in a rural summer camp setting for the term of employment

