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Music Director Job Description

The Beaverton Symphony Orchestra (BSO) Music Director is an at-will part-time position, appointed by the board with majority approval of the BSO Members. The BSO Music Director will serve an unlimited number of two-year terms. At the end of each term, the BSO Music Director contract or Memo of Understanding shall be reviewed with the board at the annual Board of Directors Retreat. The Music Director and Executive Director work closely together and with the Board of Directors to lead the organization.

Approximate Number of Services:

- Rehearsals - 27-30 (Thursday nights)
- Dress Rehearsals - 8
- Concerts with a Pre-Concert Talk - 8
- Hosting the Chamber Music Concert - 1
- Young Artist Competition- 1
- Board Meetings/Board Retreat - 10
- Annual All-Member Orchestra Meeting - 1
- Summer Readings – 3

Roles and Responsibilities:

The Music Director's primary role is to develop and conduct the musical programming for each rehearsal and/or performance and oversee the musical quality and growth of the BSO, as well as:

- Establish repertoire for four concert series (Friday evening and Sunday matinee performances);
- Direct the weekly rehearsals;
- Coordinate needs for weekly rehearsals and staging for performances with BSO staff (Executive Director, Personnel Manager, Librarian, and Stage Manager);
- Coordinate with section principals the selection, seating, and part assignments for each concert.
 - All current volunteer players are the "membership" of the orchestra but may be removed with cause in accordance with BSO policy.
 - The Music Director has the authority to select and remove non-Member paid musicians used to fill volunteer gaps.
 - The Music Director will demonstrate enthusiasm and excitement for working with a volunteer member orchestra.
- Maintain responsibility for selecting assistant and/or guest conductors and/or other music assistance as needed.
- Communicate requirements/challenges for specific repertoire to the orchestra and section leaders in meeting those requirements promptly.
- Work with BSO's Board and Executive Director to develop, and adhere to, budget requirements for the season (including music selection, rental costs, additional instrumentation, etc.)
- Advocate for and participate in activities that promote BSO, including fundraising as necessary.
- Participate in long-range planning, including working with the executive leadership team and the BSO Membership to define the specific vision, goals, and objectives of BSO and the organization's strategic plan.
- With the Executive Director, the Music Director will advise in all areas of orchestra administration, donor development, annual budgeting, and strategic planning.