



## **Seeking Children's Choir Directors**

Effective Date: February 2, 2025

**Organization:** Vancouver Extracurricular Music Society

**Background Information:** <https://vems.ca/about/>

**Location:** various public elementary and secondary schools in the VSB district

**Job Title:** Children's Choir Director

### **Description:**

To provide a choral program that is joyful, inclusive and fun. All children are welcome; there are no auditions. Many students may not have sung in a choir before or read music. The Choir Director's job is to introduce the joy of singing together to young people.

### **Hours:**

Typically, a choir rehearses once a week. Depending on the school, a choir may rehearse an hour at lunch (12-1PM), or an hour after school (3-4PM). A term may have as many as 12 rehearsals or as few as 8. There is a minimum of 1 performance at the end of term. However, depending on the time of year, more performances may occur.

**Substitute Conductors needed for February to March.**

**New Conductors needed April to June.**

**Rate per Rehearsal:** \$80

### **Qualifications:**

- A bachelor's degree in music or in the process of acquiring said degree
- Must be able to read music
- Musical training in voice (Ability to sing in a variety of languages is an asset)
- Can sing to children and have them sing back
- Understanding of vocal pedagogy
- Experience singing in choir/s, comfortable demonstrating vocally for the choir
- Enjoys working with children
- Patient, organized, a sense of humour
- Good written and verbal communication skills
- Criminal background check (Program Director can provide information on how to obtain)
- Comfortable with MuseScore or Sibelius software is an asset

### **Responsibilities:**

- Choose repertoire for each term that reflects the school community and is appropriate for the singers (VEMS does have a music library of material that's been "road tested".
- Prepare sheet music with piano and melody lines for accompanists
- Make folders of music for singers

- Punctual
- Run weekly rehearsals
- Take attendance
- Plan and program short concerts/demonstrations for parents each term – this may include an after-school concert, an assembly where the choir sings for their school, a field trip where the choir sings out in the community
- Liaise with the Parent Choir coordinator and Principal
- Communicate via e-mail to parents regarding performances
- Follow all public health and safety guidelines
- Ensure children are safe, particularly at the end of rehearsal
- Coordinate with afterschool care as needed, depending on the school

**Contact:**

Please direct all inquiries by email to [president@vems.ca](mailto:president@vems.ca). With your musical resume, please include a couple of sentences about how you would run a fun children's choral rehearsal.

