



## JOB DESCRIPTION

### **411 Artistic Advisor**

#### **GENERAL RESPONSIBILITIES**

The 411 Artistic Advisor offers artistic resources to member choruses and mentorship for artistic directors. The position is a rotating appointment with a two-year term.

#### **SPECIFIC RESPONSIBILITIES**

1. Member Chorus Consulting Assignments – as requests for artistic consulting services are received from the member choruses they will be forwarded to the Artistic Advisor who will correspond with the member chorus and provide the requested services in whatever forum (teleconference, Zoom, webinar, onsite) deemed appropriate.
2. Artistic Director communication – welcome and support new artistic directors, actively encourage all artistic directors to get involved and participate in GALA sponsored events and resources.
3. Event Workshops/Webinars – provide workshops at GALA Choruses' annual events and possibly industry related events (i.e. ACDA or Chorus America conferences).
4. Resource Center – review, update and create artistic resources on the GALA website.
5. Communications –contribute to the GALA blog and other communications as requested.

#### **REPORTING RELATIONSHIPS**

The 411 Artistic Adviser reports to the Executive Director.

## **EDUCATION**

A bachelor's degree in music is required with an advanced degree preferred.

## **EXPERIENCE & SKILLS**

- A minimum of 3 years as a GALA artistic director.
- Experience on a GALA committee, or other leadership position.
- Strong organizational skills, writing, and web editing.
- Knowledge of gay, lesbian, bisexual and transgender communities and organizations is beneficial.

## **COMPENSATION**

Advisors are paid at an hourly rate of \$40 per hour based on the submission of an invoice on a monthly basis. Maximum hours to be incurred each month are agreed with the Executive Director and will be in the range of 10 – 20 hours per month. Advisors are independent contractors. No benefits are offered.

## **ACCOMMODATIONS**

In accordance with the Americans with Disabilities Act (ADA), GALA Choruses will make reasonable accommodations regarding the essential duties of this position.