



## JOB DESCRIPTION

### **411 Board Development Advisor**

#### **GENERAL RESPONSIBILITIES**

The 411 Board Development Advisor offers member choruses board development mentorship, consulting, and resources. The position is a rotating appointment with a two-year term.

#### **SPECIFIC RESPONSIBILITIES**

1. Member Chorus Consulting Assignments – as requests for Board Development consulting services are received from the member choruses they will be forwarded to the Board Development Advisor who will correspond with the member chorus and provide the requested services in whatever forum (teleconference, Zoom, webinar, onsite) they deem appropriate.
2. Event Workshops/Webinars – provide workshops at GALA Choruses' annual events and possibly industry related events (i.e. ACDA or Chorus America conferences).
3. Communications – contribute to the GALA Online Resource Center and such other communications as requested.

#### **REPORTING RELATIONSHIPS**

The 411 Board Development Adviser reports to the Executive Director.

#### **EDUCATION**

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

## **EXPERIENCE**

A minimum of 10 years experience in board development consulting is desired along with experience with a GALA chorus. Knowledge of gay, lesbian, bi-sexual and transgender issues, organizations and the choral community 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. 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.