

GIRLS ROCK CAMP MADISON MUSIC DIRECTOR – JOB DESCRIPTION

DUTIES

Music Director shall:

- be responsible for daily curriculum and music activities at camp.
- hire staff for all programs
- be responsible for communication between GRCM and staff
- be responsible for scheduling and executing staff training/orientation meetings and daily camp debriefing meetings
- acquire venues for showcases, as well as secure necessary sound and gear needs for showcases
- secure recording studio space for GRCM recording sessions held on the Friday of each camp
- secure photographers, videographers for showcases
- work with Gear Manager to ensure we have adequate/functioning gear for camps and schedule load in/load outs for camp.
- work with webmaster and Executive Director to ensure website is up-to-date with staff bios, upcoming event information, camp registration dates etc.
- collaborate with Executive Director on all activities, including grant writing, marketing/promotion of camps and fundraisers

REQUIRED EXPERIENCE

Previous experience working collaboratively/co-creating with other musicians, and songwriting/composition experience required. Previous experience in leadership roles required. Recording studio experience helpful. Previous experience working with/mentoring children helpful.

MUSIC DIRECTOR HOURS

The Music Director shall be present all day each day at all Girls and Ladies Rock Camps, and be present for for showcases (including set up), staff orientations and GRCM fundraising events. Music Director will determine when to work during “non-camp” times to ensure all job duties are fulfilled in a timely, efficient and effective manner leading up to each camp.

COMPENSATION/PAY

\$600 per month fixed salary with variable option based on board approval up to \$1,000 per month.

GENERIC ABILITIES/REQUIREMENTS

Music Director will:

- Demonstrate clarity on/understanding of GRC Mission Statement and ability to uphold during camp day
- Behave in a pleasantly assertive and energetic way with campers and staff
- Demonstrate ability to collaborate with others/be a team player
- Demonstrate good communication skills by
 - resolving conflict in a professional and constructive way
 - accepting constructive feedback and incorporating into job performance
- Work well under stress/stay positive in stressful situations
- Show ability to adapt/be flexible to changes in the daily schedule, job assignments, etc.
- Show respect for campers and fellow staff through timely arrival and communication with supervisors if circumstances arise that prevent timeliness or attendance
- Represent GRC and its staff in a positive light in the community
- Uphold the code of conduct by adhering to policy of no consumption of alcohol/illegal substances during camp/showcases and no smoking on campus or within eyesight of campers