



Tapestry Ringers and Singers Music Director

General Information

San Francisco East Bay's premiere vocal and handbell ensemble, Tapestry Ringers and Singers has been in existence for 20 years. We are a spirited team of experienced volunteer musicians who devote ourselves to English handbell and women's choral music.

The group currently rehearses in Walnut Creek and draws members from Alameda, Contra Costa and Solano Counties. We perform all over the East Bay, with audiences of from 90 to 350 per concert. The group has a paid accompanist and routinely hires adjunct musicians as needed.

Mission

Tapestry Ringers and Singers is a registered charitable non-profit corporation. The Music Director is the artistic director and the program director. Tapestry has a Board of Directors, consisting of a President, Treasurer, Secretary, and one or two at-large members. Board meetings are held once a month during the performing season (September through May).

Tapestry's mission has been to

- Entertain the community at large with concerts given throughout the East Bay
- Educate members and help them to increase their technical/musical skills
- Raise money for charity

Job Responsibilities

The Music Director selects, prepares and conducts in rehearsal a program of music in preparation for annual Fall and Spring concerts. We perform from three to five concerts per season. In addition, Tapestry has made periodic tours and performed for special events.

The two groups, ringers and singers, rehearse separately, then come together for dress rehearsals (generally two) in the week or so before concerts.

We particularly desire someone who can

- Reliably lead weekly rehearsals to prepare the ensemble for performances
- Assist in the furtherance of the musicianship of each member
- Communicate effectively about schedules and expectations
- Create a positive environment, with open communication, respect, and a culture conducive to laughter and joy being central to our identity
- Recruit new ensemble members
- Attend Tapestry board meetings
- Promote fiscal responsibility in the group

Job Qualifications

These are the minimum qualifications we look for in a Music Director:

- Five years' experience as a music conductor, preferably experience directing both handbell and vocal ensembles (but at least one of these two)
- Familiarity with handbell and women's vocal repertoires, styles and techniques
- Ability to select programs that resonate with members and audiences
- At least a Bachelor's degree in music is preferred. A strong knowledge of music theory, performance and music education may substitute for a degree, as appropriate
- Strong relational, planning and communication skills, and proven experience working in a collaborative, team environment
- Ability to schedule dates and venues of concerts and other performances
- Must be available for rehearsals (days and times to be decided)

Hours

This is a part-time position. An important on-site requirement is the weekly rehearsal, which for singers has historically been three hours, for ringers two hours. Additional rehearsals may also be scheduled as the Music Director deems appropriate.

Other on-site responsibilities are two dress rehearsals and the concerts themselves. Attendance is also desired at board meetings, which are generally 2-hour dinner meetings.

Other responsibilities (recruiting, planning and preparation) are flexible, depend on the efficiency of the Music Director, and may be performed remotely.

The above outlined duties are estimated to take approximately 10 hours per week, though this will vary as we progress through the season.

Reporting

The Tapestry Music Director reports to the Tapestry Board of Directors. A progress report is given by the Music Director to the board at each meeting.

Compensation

Compensation will be commensurate with experience. Following a probationary period and review, there will be an annual evaluation and review process.

Interested individuals should send a cover letter and résumé to l_cleary@mac.com along with contact information.

Closing Date

February 15, 2024