# Keele University Concert Band MUSICAL DIRECTOR ROLE DESCRIPTION

Keele Concert Band (KCB) is one of Keele University’s oldest and largest music societies. KCB hosts and performs at several concerts throughout the year, ranging from Christmas Concerts to Memorial Services. KCB is made up of a diverse collection of musicians, ranging from beginners to post grade 8 players, undergraduate, postgraduate students and alumni.  
   
The Band rehearses weekly during term time on Sunday evenings 7-9.

The contract will be on a casual basis for review per academic year. There will be an initial trial period.

**Main Duties and Responsibilities:**  
Rehearsals

* Conduct the band for 26 rehearsals throughout the academic year (September-June)
* Rehearse and improve the band to a performance standard.
* Provide advice to band members on how to improve.
* Ensure the band is ready to perform within the allotted number of rehearsals.
* Sectional rehearsals at the discretion of the post holder.
* Notify the committee of unavailability in a timely manner.
* Develop new and innovative ways for the band to improve.

Team Work and Leadership

* Work with the student led committee to ensure that the band is run coherently and effectively.
* Create a fun and relaxed environment ensuring that rehearsals are enjoyed.
* Be able to adapt leadership style to suite a variety of performers with a range of musical abilities.

Repertoire and Programmes

* Preparing suitable concert programmes:
  + 90 minutes’ worth of music for a full concert.
  + 45 minutes’ worth of music for a shared concert.
* Where music is not available, missing or in the wrong key for the players, the post holder should seek to arrange or have arranged appropriate music.
* Notifying the librarian, or suitable alternative committee member, of music required for rehearsal with reasonable notice.
* Notify the committee (specifically the Chair and Librarian) of the finalized concert programme minimum of three working weeks prior to the relevant concert.
* Any proposed purchases should be first approved by the committee.

Concerts

KCB host 3-4 concerts and are often asked to perform at 2-3 additional performances throughout the academic year. For these events, the post holder will be compensated for their time, amount to be discussed.

**The qualities required for the person filling the role of the Musical Director are as follows:**

* A professional musician with excellent aural, musicianship and interpersonal skills.
* Awareness and understanding of the Band’s student society status and the need to mentor the student committee in terms of the practical day-to-day running of the Band.
* Ability to work with students as well as non-student members of the Band drawn from the local community.
* An adaptable Musical Director with no specific personal agenda in terms of what the Band might play. The ability to work together and to advise and mentor the students/student committee and come to sensible conclusions regarding choice of suitable repertoire, considering both the forces available and the abilities of the players. The student committee will suggest options for repertoire as part of the process and work with the Musical Director to decide on its suitability.
* The ability to support the learning and development of members of the Band, whether students or external, kindly, helpfully and with encouragement and enthusiasm.
* To be part of creating a positive, enjoyable, educational experience to members of the Band and to regard the Musical Directors role as helping members to play to the best of their ability and with as much refinement as possible so that they can enjoy their musicmaking to the full.
* Ideally situated within commutable distance in proximity to the University and interested in settling into the role for some time as the Band needs to be gradually built up again in terms of size and skill.
* The adaptability to mentor student conductors, should they wish to conduct a piece for the concert.
* The ability to be able to conduct off a part when the original score is not there.

**Keele Concert Band Musical Director – Person Specification**

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|  | **Essential** | **Desirable** |
| **Knowledge and experience** | * Previous experience working with and conducting a concert band, orchestra or other large ensemble * Good working knowledge of concert band instrumentation: Woodwind, brass, percussion * Experience working to a schedule | * Previous experience conducting similar wind and/or brass ensemble * Good working knowledge of Wind Band repertoire * Experience working with young adults and/or university ensembles * Experience devising concert programmes * Experience preparing rehearsal plans |
| **Skills and abilities** | * Excellent aural and listening skills * Good interpersonal and communication skills * Ability to work with young adults, concert band members and leaders * Ability to work as part of a team and to support others * Ability to provide musical advice to members | * Arranging music for wind and/or brass ensembles * Flexible approach to working weekends * Ability to demonstrate understanding of ensemble history. |

## Keele Concert Band (Musical Director).

Hourly rate: £55.99 (including holiday allowance and including travel).  
Expected hours 2022/23: 52

Rehearsal and performance schedule for 2021/22:  
All rehearsals bar performance days commence at 7pm and run until 9pm. Plus, on top of this there will be work around preparing the music and supporting development of the band. The Musical Director can also work with the society to think about future programme options for 2022/23 academic year, in line with the ability of current band members.

Rehearsal schedule 2022/23 academic year: every Sunday evening (7-9pm) during university term time. Performances take place during university term time as well. There will be a concert rehearsal on the day of the concert with times tbc.  
  
Semester one: Monday 26 September 2022 - Friday 20 January 2023

* Performance Saturday 17 December

Winter vacation: Saturday 17 December 2022 - Sunday 8 January 2023 – no rehearsals

Semester two: Monday 23 January 2023 - Friday 9 June 2023

* Performance Saturday 25 March
* Performance Saturday 10 June

Spring vacation: Saturday 25 March 2023 - Sunday 16 April 2023 – no rehearsals

NOTE: The Band requires at least two weeks' notice for missing a rehearsal except in extenuating circumstances such as illness.

DEADLINE FOR EXPRESSION OF INTEREST IN THE ROLE: **Friday 16 September, midday.**

Following receipt of expression of interest successful candidates at this stage will be invited to trials with the orchestra which will last 45 minutes. Details of what will be expected at trial will be shared to successful candidates. Candidates will receive travel expenses for attending trials.

Trials will take place on the following dates:  
**Sunday 16th October 2022**  
**Sunday 23rd October 2022**

For further information about the role please contact:  
Kerry Jones, Development Manager for Arts & Public Engagement, Keele University – [k.m.jones@keele.ac.uk](mailto:k.m.jones@keele.ac.uk) or 01782 734908. If you have any direct questions for the orchestra Kerry Jones can share these with the committee for feedback.

Role description created by:   
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