



JV Show Choir Director Job Description

Purpose of Position

The JV Show Choir Director fulfills the mission of Des Moines Christian School by equipping the minds and nurturing the hearts of students through Show Choir. The director mentors students as they develop their spiritual gifts and talents that honor the Lord through Show Choir rehearsals and competitions.

Position:

- Part-time
- Pay: Stipend

Reports To: Head of Activities

Direct Reports: None

Qualifications:

- High School diploma or equivalent, preferred.
- Music or related background, preferred.
- In agreement with the Des Moines Christian School (DMCS) Statement of Faith.
- Active member/regular attendee of Bible-believing church and committed to growth in their personal relationship with Jesus Christ.

Professional Profile:

- Demonstrated commitment to the mission of DMCS: *Equipping minds and nurturing hearts to impact the world for Christ.*
- Characterized with integrity and maintains confidentiality
- Ability to work with diverse groups, including teachers, students, administrators, and parents.
- Demonstrates effective written and verbal communication skills.

Responsibilities:

- Leads and directs JV show choir of approximately 30-45 students.
- Holds spring audition workshops and auditions for show choir.
- Schedules rehearsal and performance dates and coordinates with Head of Activities, Head of High, and Varsity and Middle School Show Choir Directors as needed.
- Leads, attends, and participates in all rehearsals and competitions, which includes four annual competitions and a Spring Showcase event at DMC.
- Designs program in alignment with school mission and promotes unity across all show choirs.
- May assist Varsity Director with arranging or paying for arrangements of selected music through the DMCS purchase order process.
- Actively promotes the program by building relationships with students and families and help in generating program interest and participation.
- Selects choreographers to work with show choir.
- Selects and works with the show choir band.
- Coordinates with the transportation director for all transportation needs.
- Takes attendance at each practice and performance.
- Upholds school policies regarding student eligibility or code of conduct violations.
- Selects and collaborates with costumer parent helper(s) to arrange that all students are fitted for costumes.
- Selects and collaborates with crew to coordinate all loading, set up, and unloading of all show choir competition costumes and equipment.
- Coordinates show choir chapel performances with HS Director, Elementary and MS/HS Principals.
- All other duties as assigned.