



## **Position Announcement for Assistant Conductor**

### **About the Position**

The Assistant Conductor will be an integral member of the artistic leadership team and conducting staff of the Indianapolis Symphony Orchestra (ISO). In collaboration with key staff, s/he is responsible for creatively planning and executing the ISO's Education and Community Engagement concerts and activities. These highly-visible programs are essential to the ISO's mission. The Assistant Conductor also provides vital support for the ISO's Music Director, Principal Pops Conductor, guest conductors, and musicians as cover conductor for orchestra's activity. The position is a member of the Artistic Operations department with direct mentorship and oversight by Artistic Advisor/Music Director and day-to-day reporting to the Vice President of Artistic Operations.

The Assistant Conductor position is a one-season appointment (2022/23), with the potential for an additional season extensions, up to three seasons in total. Winning candidate must be available to begin work in Indianapolis as soon as possible following selection.

### **Key Responsibilities**

- Write, program, host, and conduct Education and Community Engagement concerts in collaboration with and as assigned by the Music Director, Principal Pops Conductor, VP Artistic Operations, and Director of Education and Community Engagement.
- Conduct other programs as assigned. Assist with offstage conducting needs, prepare scores, and call sound/light/supertitle cues as required.
- Serve as cover conductor for all Classical Series services and for other services including, Pops, Film, and other special event concerts, as assigned.
- Plan and host Community Engagement activities, including but not limited to pre-concert lectures and events with community partners.
- Prepare scores for video recordings and act as score reader for video director.
- Assist Artistic Advisor/Music Director with auditions, recordings, research and other duties as required/
- Administrative duties which will include, but are not limited to, attending artistic planning meetings, as well as staff, board, and committee meetings.
- Attend various concert and non-concert events representing the Indianapolis Symphony Orchestra. Participate as directed in planning meetings, media events, fundraising activities, speaking engagements, development meetings and activities, administrative meetings and other activities as determined.

### **Candidate Profile**

The ideal candidate will demonstrate exceptional musicianship and conducting skills, and have a broad knowledge of orchestra repertoire in particular and familiarity with all genres of music in general. S/he will have strong communication, interpersonal, leadership, and organizational skills. Creativity, flexibility, and the ability to work under pressure are extremely important to this position.

A minimum of five years' conducting experience with symphony orchestras, including educational concerts. Bachelors level college or conservatory degree in music or conducting required. Advanced degree or training is preferred.

A detailed knowledge of orchestra operations, including familiarity with concert programming, professional performance practice, and the parameters of a union work environment are essential for this position. The successful candidate must be able to work well with resident and visiting artists with a broad spectrum of personalities.

Assistant Conductor must work days, evenings, and weekends, as required. Assistant Conductor shall reside in Indianapolis for the duration of the appointment. Applicants must be legally authorized to work in the United States.

### **Compensation and Benefits**

Salary is \$48,000 for the 2022/23 season. The Orchestra will purchase or provide all scores required to fulfill conducting and cover duties.

The Assistant Conductor is eligible for the following benefits:

- Paid Time Off (sick, vacation, holidays, bereavement)
- Health, Vision, and Dental Insurance
- Health Savings Account
- Short and Long-term Disability
- Group Life Insurance
- Flexible Spending Account
- 403(b) retirement account with employer matching
- Complimentary tickets, depending on availability, and discounted tickets

### **Application Procedure**

Candidates are requested to submit the following materials to <https://forms.gle/pLwpTWuuhCMaboA86> no later than August 1, 2022. All materials must be submitted via the google form, with written materials uploaded as either PDF or MS Word files. Candidates will be automatically notified once their application has been received via the google form.

- Cover Letter
- Résumé
- References and/or letters of recommendation. Letters of recommendation are strongly encouraged.
- Videos
  1. Three videos showing recent conducting experience that include a varied selection of repertoire. Performance and/or rehearsal videos are acceptable.
    - a. Conducting videos must be of the conductor from the orchestra's vantage point.
    - b. Total length of video submission should not exceed 15 minutes.

2. A two minute video introducing yourself.

Videos must be submitted via YouTube, Vimeo, or similar online video hosting service. Videos may not be sent as files attached to emails. If videos are password protected, please be sure to include password information. If using YouTube, videos may be marked as “unlisted” but please **DO NOT** mark videos as “private.” Online video submission must be easily accessible by multiple users.

### **OUR MISSION**

To inspire, entertain, educate and challenge through innovative programs and symphonic music performed at the highest artistic level.

### **OUR VALUES**

At the Indianapolis Symphony Orchestra, we are one team committed to achieving our mission through:

- Outstanding **performance** on and off the stage.
- Extraordinary **service** to both internal and external customers.
- A compassionate workplace built on **trust** and **mutual respect**.
- A culture of **flexibility** and **openness to change**.

*The Indianapolis Symphony Orchestra is proud to be an Equal Opportunity Employer. All qualified applicants will receive consideration without regard to race, color, religion, gender, national origin, age, disability, sexual orientation, veteran status or any other status protected by law.*