

Position Description: Music Director

Chorus Name

Christchurch City Chorus of Sweet Adelines International Incorporated.

Position Title

Music Director

Reports To

Chorus Management Team

Location

Christchurch, Canterbury, New Zealand

Position Location

The expectation is that the director lives in the wider Christchurch area, Canterbury, NZ

About the Chorus

The Christchurch City Chorus is a high-level, auditioned chorus dedicated to four-part a cappella harmony in the barbershop style. We are affiliated with Sweet Adelines International and have a proud history of musical excellence, competitive success, and community involvement. We rehearse weekly and compete regularly at regional and (when qualified) international levels and compete in barbershop harmony national competitions.

Position Summary

The Music Director provides inspired music and artistic leadership to the chorus and plans and implements the music programme of the chorus. They are responsible for directing rehearsals and performances, developing vocal and performance skills, leading the Music Team and working collaboratively with the Management Team, all with the aim to foster a positive, inclusive, successful and forward-looking chorus environment.

We are looking for a director who will lead the chorus in line with the values and music standards of Sweet Adelines and the broader barbershop harmony tradition and who will inspire vocal, visual, and artistic excellence across chorus rehearsals, performances, and competitions (regional and international).

Responsibilities

- Plans and implements the music programme of the chorus, which could include the following tasks:
 - Teaches members to sing four-part harmony, barbershop style, including vocal production, artistry and expression
 - Prepares and directs weekly rehearsals (or provides suitable replacement, in the event the director cannot attend).
 - Communicates weekly plans, including sectionals, and determines timing and content for sectionals.
 - Assesses the music qualifications of prospective and existing members

- Chooses, trains, mentors, supports and leads a Music Team of musical leaders to assist in carrying out the music programme, including Assistant Directors, Section Leaders, Recording Evaluators, Visual Team
- Selects music for competition that meets all Sweet Adelines or barbershop requirements
- Selects music for other performances and shows that reflects NZs diverse cultures and traditions, with particular respect for Maori culture, promoting inclusiveness, respect and artistic growth, in collaboration with Music Team
- Ensures Music Team meets regularly to discuss music programme matters
- Assumes or delegates responsibility for aspects of chorus performances, including standing positions, music, order of program and emcee
- Determines eligibility of members for singing engagements, shows and competition
- Collaborates with the show coordinator and Music Team to plan and direct chorus shows
- Develops and supports independent singers to achieve higher vocal production within quartets and smaller chorus groups.
- Selects coaches and arranges multiple weekend or one-off coaching sessions each year Subject to grant funding,
- Directs the chorus at all performances, chapter shows and competition (or provides suitable replacement, in the event the director cannot attend)
- Participates as member of the Chorus Management Team:
 - Brings recommendations of the Music Team to the Management Team for decision and action
 - Works to ensure effective and respectful communication within the chorus
 - Pursues continuing education on directing and leading a chorus and when possible attends, and promotes chorus member attendance at regional and international educational events
- Ensures that all roles and responsibilities are conducted in accordance with the Sweet Adelines Code of Conduct, Chapter Standing Rules and terms of the Musical Director Agreement (Contract).
- Participates in an annual performance review with the input of the Management and Music Teams.
- Stays current with developments in the Sweet Adelines, BHS/BHN and wider barbershop community.

Person Specifications

Essential:

- Demonstrated experience directing vocal ensembles (preferably in barbershop or a cappella).
- Strong music knowledge, including vocal technique, part balance, and tuning.
- Familiarity with Sweet Adelines International, BHS/BHNZ or equivalent barbershop organisations.
- Excellent communication, leadership, and interpersonal skills.
- Ability to inspire, motivate, and develop singers of varied experience levels.
- Collaborative approach to working with chorus teams

Desirable:

- Director Certification through SAI or barbershop organisations (or willingness to work toward this).
- Experience in competition preparation and performance-level coaching.
- Willingness to travel for coaching, retreats, and competitions.

Time Commitment

Prepare and follow up for these events in conjunction with the Music and Management Team:

- Weekly rehearsals
- Annual retreat and weekend coaching sessions, as required
- Performances and community events
- Regional and International competition cycles
- Music and Management Team meetings (monthly or as required)
- Educational opportunities

Remuneration

- Honorarium to be discussed based on experience and availability.
- Contracted hours for weekend rehearsals and retreats.
- Provision for Benefits such as:
 - Education opportunities nationally and internationally
 - Attendance at National and International Conventions
 - Registration and Membership Fees coveredas discussed with the Management Team and subject to budgetary considerations.

Visa/Work Permit Requirements

Please refer:

- to Ministry of Business, Innovation, and Employment <https://www.mbie.govt.nz/>
- Immigration NZ <https://www.immigration.govt.nz/>
- Inland Revenue <https://www.ird.govt.nz/>

Application Process

Please submit a cover letter and CV and any other relevant supporting information to support your application.

Shortlisted candidates will be invited to interview.

Applications Close

Friday 31 October 2025

Contact

For questions or to submit your application, please email Sarah Lowery, CCC Team Coordinator at chorusadmin@ccchorus.co.nz.