

**JOB ANNOUNCEMENT**

## **Position:** YOUTH ORCHESTRA CONDUCTOR (Repertory Orchestra)

**Department(s):** Education/Youth Programs

## **Reports To:** Youth Programs Manager

**Salary/Benefits:** $78.00 per hour; based on number of services

# Organization Summary:

# The Billings Symphony Youth Orchestra is thrilled to unveil its 19th season—our third spectacular year as part of the Billings Symphony family! Formerly the Billings Youth Orchestra, and founded in 2006, the BSYO is now more dynamic than ever, offering a wealth of inspiring opportunities for young musicians to grow, shine, and perform. Imagine stepping into the spotlight with thrilling side-by-side concerts alongside the acclaimed Billings Symphony Orchestra, and diving into exclusive workshops with top-notch guest artists and our very own Symphony stars! Our weekly rehearsals with experienced conductors will help you refine your skills and set the stage ablaze every fall and spring in your own sensational concerts! The Billings Symphony Youth Orchestra is the ultimate hub for extraordinary orchestral experiences and emerging talent in the Billings area. Open by audition to students from preschool through college—including those from home schools and rural communities—this is where the future of music takes center stage. Get ready to experience a season full of dazzling performances and incredible musical growth!

# Position Summary:

The Billings Symphony is searching for a Youth Orchestra Conductor to conduct the BSYO Repertory Orchestra, an advanced orchestra with students in grades 9-12, to begin in the 2025-2026 season. This person is an integral member of the Billings Symphony Youth Orchestra team, contributing to the creation of exceptional symphonic music presentations and student learning experiences. Our Youth Orchestra Conductors have a proven background in teaching, orchestral performance, and conducting. This position will work directly with the Youth Programs Manager to instruct student musicians, conduct scheduled rehearsals and performances. This person is responsible for leading and developing all Repertory student musicians through rehearsals and performances, focusing on musical growth and artistic development while acting as a role model and representative of the Billings Symphony organization.

### ESSENTIAL ARTISTIC TASKS:

* Plan and prepare for all rehearsals and performances
* Motivate students to reach for success through best teaching and learning practices
* Select accessible, appropriate level repertoire for respective orchestras and arrange for its acquisition and preparation prior to the first rehearsal
* Distribute and collect all required music and other necessary items

### ADMINISTRATIVE/OTHER TASKS:

* Represent the Billings Symphony Youth Orchestra at all BSYO venues and events
* Understand and uphold the Youth Orchestra Student Handbook
* Communicate effectively and timely with the Music Director, staff, other conductors, students, parents, and committee members as needed
  + Direct all Youth Orchestra-related communication through Billings Symphony email.
* Participate in Youth Orchestra production and artistic staff meetings, and administrative staff meetings as needed
* Recruit students for respective orchestra
* Collaborate and communicate with other Youth Orchestra conductors involving music programming, scheduling, auditions, and any other orchestra related matters
* Collaborate with private teachers and area school orchestras when possible
* Maintain and submit a complete class attendance roster to the Youth Programs Manager by noon the day following a rehearsal
* Work with Youth Programs Manager to keep accurate records of student registrations and tuition payments
* Work with Youth Programs Manager to develop music budget
* Communicate with students and parents regularly
* Set up/strike rehearsal room weekly. Set up/strike all necessary equipment for performances.
* Identify coaches as needed; consult with Youth Programs Manager
* Select audition repertoire for respective orchestra and provide electronic copies to Youth Programs Manager
* Listen to recorded auditions and live auditions and make placement decisions
  + Coordinate with other conductors to make collaborative placement decisions
  + Report audition results to Youth Programs Manager

### DESIRED QUALIFICATIONS

* Minimum of two years related orchestral experience
* A thorough knowledge of classical music and understanding of symphony orchestra structure and instrumentation
* Excellent interpersonal, leadership, and organizational communication skills.
* Ability to respond effectively to the most sensitive inquiries and maintain strict confidentiality of personnel and benefit records
* Ability to multi-task and meet deadlines, and adjust on the fly
* Meticulous attention to detail and flawless execution
* Be available and able to work all scheduled days, evenings, and weekends.
* Proficient with Microsoft Office Suite

# Diversity, Equity, & Inclusion:

The Billings Symphony is committed to building and fostering diversity, equity, and inclusion. We believe that access to music is a human right, and we carry that belief forward within the communities where we live and work. We live our mission through inviting environments that are accessible to all and by representing our diverse community on our stages and in our programming, audiences, and activities.

The Billings Symphony is proud to be an equal opportunity employer. We encourage applications from diverse candidates, and we are committed to the creation of an inclusive work and performance environment for all employees. We will not discriminate and will take affirmative action measures to ensure against discrimination on the basis of race, color, gender, gender expression/identity, national origin, age, religion, creed, disability, veteran’s status, or sexual orientation.

# Application Instructions:

* Position will remain open until filled. Start date is September 8th, 2025
* To apply for this position, please send **cover letter and resume/curriculum vitae** to youthorchestra@billingssympony.org
* References will be required if offered position.