



MUSIC DIRECTOR JOB DESCRIPTION

Summary

The Music Director serves as the Idaho Falls Symphony's chief artistic leader, responsible for artistic decisions including repertoire, guest artists, guest conductors, and orchestra personnel. Works closely with the Board of Directors and Executive Director, within approved policies and budgets.

Reporting

Reports to the Board through the Executive Committee; collaborates with the Executive Director. Oversees Orchestra Musicians per the Master Agreement, delegating production tasks to the Orchestra Manager.

Residency

Minimum 70 days per season in Idaho Falls for rehearsals, performances, collaboration, fundraising, and public relations.

Qualities and Skills

- Extensive professional conducting experience
- Strong skills in artistic planning, personnel management, and leadership
- Proven collaboration with boards and executive leadership
- Commitment to Master Agreement and artistic excellence
- Ability to inspire musicians and engage the community
- Experience in donor cultivation and advocacy

Key Responsibilities

Artistic

- Create and communicate an artistic vision aligned with the Idaho Falls Symphony's mission and strategic plan.
- Propose programs, repertoire, and guest artists within budget
- Present the upcoming season programs to the Board each January
- Select repertoire to maximize audience appeal

Education

- Collaborate on educational outreach programs
- Coordinate with Youth Symphony Directors on repertoire for 3 youth ensembles
- Pre-concert talks

Rehearsals & Concerts

- Conduct all rehearsals/performances for: 6 main subscription concerts, 1 educational program (Link Up), 1 September family park concert
- Coordinate 2-3 chamber concerts
- Approve performance recordings for broadcast as needed
- Communicate production needs in advance for orchestra manager and librarian

Orchestra Personnel

- Uphold Master Agreement
- Lead auditions, collaborate with principals to maintain sub/extra musician lists
- Hire, supervise, evaluate, and, when necessary, dismiss musicians per policy and law

Budgeting & Planning

- Develop concert/rehearsal schedules with the Executive Director
- Cultivate artistic partnerships and explore innovative programming
- Prepare artistic/production budgets for Finance Committee each December

Board Relations

- Serve as ex officio non-voting Board member
- Attend board and committee meetings to provide artistic insight.

Administration

- Work with Executive Director as a leadership team
- Coordinate with Orchestra Manager and Principal Librarian
- Support staff operations and collaborate on budget preparation

Fundraising & Marketing

- Foster donor relationships to support fundraising
- Attend at least one major fundraising event annually
- Participate in media and community appearances to promote the symphony's mission and artistic vision

STATEMENT OF ACCESS, OPPORTUNITY, AND COMMUNITY

The Idaho Falls Symphony is committed to fostering access, opportunity, and community in all aspects of our work. We strive to reflect the richness of our community on stage and in our programming, audiences, and educational outreach. Through intentional actions and continued learning, we aim to ensure that everyone—regardless of background—feels seen, heard, and valued in the world of orchestral music.