



Élan Youth Arts Organization
Job Description

Division: Élan Percussion
Title: FRONT ENSEMBLE COORDINATOR
Reports To: Executive Director, Program Coordinator, Ensemble Coordinator
Version: July 12, 2023

General Description

Élan Percussion's FRONT ENSEMBLE COORDINATOR is tasked with being the central and point person for all matters related to leading the Élan Percussion front ensemble members and front ensemble staff.

When required and/or necessary, the Front Ensemble Coordinator will be responsible for recruiting potential front ensemble staff members, as well as be the primary elector of individuals that will comprise the Élan Percussion front ensemble membership.

As the lead figure of the front ensemble, the Front Ensemble Coordinator will be integral in designing and writing the educational curriculum – including a technique program – that will be disseminated to the instructional staff and membership, and will lead the educational efforts to equip the membership to successfully achieve the curriculum.

Duties and responsibilities include, but not limited to:

- Lead the educational efforts based on the defined technique program
- Lead and schedule the instructional team
- Coordinate with other Caption Heads to outline work schedule
- Participate in ensemble meetings when required
- Participate in workshops, auditions, and performances
- Review recorded judges' commentary and participate in post-contest critique
- Report maintenance requirements to the administration

Qualifications:

- Experience with a Word Class level organization as a performer and/or instructional staff member
- Ability to pass a background check
- Completion of SafeSport Training and harassment prevention training
- Ability to work independently and as a member of a larger team
- Ability to learn from senior staff and adapt as necessary
- Ability to commit to the role and prioritize responsibilities

To be considered for this role, please email your resume to elanyoutharts@gmail.com, with the position in the subject line.