



Job Description

Officer Position: VICE PRESIDENT MUSIC AND PERFORMANCE (Appointed annually, confirmed at Fall HOD. One year term, renewable.)

Rationale: The District has a high degree of interest in the quality of the music and performance level of its Chapters because nothing will influence potential members and the general public more than excellence in all District and Chapter performances. The Vice President Music and Performance is charged with fostering such excellence.

Tasks & Responsibilities:

1. Form and chair a committee, in size and scope at his discretion, to assist him in carrying out his duties.
2. Prepare an annual work plan and budget.
3. Attend the Society's annual Leadership Forum when invited.
4. Be responsible for all music activities within the District that will improve and expand the musical knowledge and performance abilities of the membership.
5. Coordinate all Society music representative visitations to the District.
6. Coordinate with the District VP Events and other portfolios as applicable, music education and coaching days, making arrangements for the site, faculty, classes offered and preparing a budget for each event.
7. Communicate to the BOD the musical needs and aspirations of the quartets and choruses in the District.
8. Administer music education scholarships as applicable.
9. Assist in promoting the Youth in Harmony Program.
10. Attend all DMT and HOD meetings.

Directly Communicates with: District President, BOD, Society Music and Performance Committee, and Chapter VP's of Music and Performance.

Reports Required			
Type	To	Copies to	Due Date
Annual Work Plan in writing.	District President	BOD DMT	For following year one week prior to September planning meeting.
Progress Report in writing.	District President	BOD DMT	One week prior to each DMT and HOD meeting.