

**HARMONY OF THE GORGE CHORUS
DIRECTOR AGREEMENT
2023-2024**

Harmony of the Gorge Chorus does hereby enter into the following agreement with Judy Galloway, Director.

This agreement shall be enforced May 1, 2023 through April 30, 2024

Harmony of the Gorge Chorus, a chapter of Sweet Adelines International, subscribes to the following mission statement:

Elevating women singers worldwide through education, performances and competition in Barbershop Harmony and a cappella music.

Within the scope of this agreement the Director and the Chorus agree to pursue the stated mission of Harmony of the Gorge Chorus. The purpose of this agreement is to define the responsibilities, conditions of service, and conditions of termination of the Director and to specify certain inherent responsibilities of the Chorus Membership that are not incorporated into the approved by-laws and standing rules of Harmony of the Gorge Chorus and Sweet Adelines International.

ARTICLE I: CHORUS DIRECTOR

- A. It is the understanding between all parties that the Director is a contractor to Harmony of the Gorge Chorus.
- B. The chorus director is the musical leader of the chapter.
- C. The chorus director will be the final authority on music sung at a performance.
- D. The chorus director shall abide by the Sweet Adelines International By-Laws and the Regional and Chapter Standing Rules.

ARTICLE II: DIRECTOR RESPONSIBILITIES

The Director shall:

- A. Attend and direct all regularly scheduled rehearsals of the chapter, except in cases of emergency or necessary absence. If unavailable, the director will make necessary arrangements for a substitute director and notify the Team Leader and assistant director(s) as soon as possible.
- B. Teach and train the chorus in four-part barbershop-style singing and provide a minimum of two (2) hours of rehearsal at each regularly scheduled rehearsal.
- C. Be responsible to see that guests and prospective members are placed in the correct section that best suits their voice range.
- D. Appoint and develop a music team consisting of the Director, assistant Director(s) and Section Leaders.
- E. Prepare and direct the chorus for performances, shows, and competitions. If unavailable, the director will make necessary arrangements for a substitute director(s) and notify the Team Leader and assistant director(s).
- F. Be responsible for the following aspects of chorus performances: riser positions, selection of music, and to coordinate with the script team and emcee on the order of program.
- G. Determine the eligibility of members to sing on shows, public performances and competitions, when required in accordance with Harmony of the Gorge's standing rules.

- H. With input from the chorus, make recommendations to accept or reject chorus engagements, considering availability of the director, chorus members and current chorus repertoire.
- I. Support and encourage chorus quartets.
- J. Evaluate, along with the Music Team (when available) the readiness to perform of each chapter quartet.
- K. Collaborate and consult with chorus committees for the benefit of the chorus, including, but not limited to show, membership, budget, costume, music, and visual.
- L. Provide the budget committee with information regarding monetary needs to reach chorus goals and stay within budgeted amounts once these are adopted in the annual budget.
- M. Bring to the attention of the Management Team any administrative or musical problems.
- N. Attend Sweet Adeline music schools and other educational opportunities, when possible.

ARTICLE III. CHAPTER RESPONSIBILITIES TO THE DIRECTOR

The Chapter shall:

- A. Provide adequate rehearsal facilities.
- B. Maintain adequate music library with the Director's guidance.
- C. Pay the Director's salary of \$____ per each week in which there is a rehearsal, and the Director is present. Payment will be made on the last Tuesday of each month.
- D. Pay the Director's salary of \$____ for coaching sessions outside of regular rehearsals.
- E. Provide appropriate costume accessories for the Director for performances and competitions.
- F. Pay up to \$____ for musical workshops and competition expenses for the director during the life of this contract. These expenses are to be pre-approved by the Management Team and receipts are to be provided.
- G. Have all singing engagements representing Harmony of the Gorge chorus approved by the Director, with the exception of any quartets that have been sanctioned by the Director and the Music Team.
- H. Provide in the budget for coaching and music purchases based on chorus goals and financial abilities.
- I. Abide by the Sweet Adelines International By-laws and the Regional and Chapter Standing Rules.
- J. The chorus will provide transportation for the director to out of town performances when requested.

ARTICLE IV. DIRECTOR'S AGREEMENT

- A. Selection of a new director shall be by a two-thirds (2/3) affirmative vote of the membership.
- B. Renewal agreement with a current director shall be by a 2/3 affirmative vote of the membership following a recommendation of the Management Team.
- C. The Membership shall participate in an annual Director Evaluation.
- D. The Team Leader and the Director will meet at a mutually agreed upon time for an annual review of the Director's Evaluation.
- E. A new agreement shall be agreed upon by a two-thirds (2/3) affirmative vote of the membership in good standing at the voting meeting.

ARTICLE V: TERMINATION

- A. Termination of the chorus Director's term of service is by a two-thirds (2/3) affirmative vote of the Chapter membership in good standing.

ARTICLE VI. RATIFICATION

The above stated responsibilities have been agreed upon this date. The contract is effective May 1, 2023 and will remain in force through April 30, 2024.

This agreement signed this _____ day of _____, 2023

Director _____

Team Leader _____

Communication Coordinator _____