

**Marquee Theatrical Productions
Music Director (Contract Position)**

About Marquee Theatrical Productions

Founded in 2003, Marquee Theatrical Productions is a registered charitable, community theatre group located in Aurora, Ontario. We are a performing arts school, offering musical theatre programs, dance, acting, piano and voice lessons to children and youth in addition to producing adult musical theatre productions. Our goal is to inspire excellence, motivate learning, uplift the human spirit, build confidence and spark a lifelong appreciation for the arts.

Youth Group Music Director Job Overview

This is a **Contract position** reporting to the Executive Director(ED) for the production of Matilda Jr. An after-school youth program for children age 6-13yrs. In this position, the successful candidate will teach all vocal numbers to the show. They will be part of the audition and casting process and chose soloists for any parts based on vocal ability ad range. They will give a brief report to the Stage Manager (SM) after each class to track what components were taught at each class and make the SM aware of any challenges or request that require attention be it with the music or behavioural situations with students. This position is on-site, indoor and could move to online if we are ordered to do so by the Government or Public Health.

The Musical Director serves as the authority on music for the production. As such, he/she is responsible for the faithful and accurate performance of the show's score, encompassing all the music that is heard. He/she must have the ability to co-ordinate the various musical elements, assess the requirements of the score, and determine the capabilities of the available talent. He/she teaches the principles and ensemble the melodies (pitches, timings, harmonies), lyrics (words, diction, phrasing), and dramatic dynamics according to the Director's concept.

Job Responsibilities

Pre-production

- become thoroughly acquainted with the script and the Director's concept of the show
- artistic team (Director, Musical Director, and Choreographer) should meet about how best to achieve the Director's concept
- establish audition policy with artistic team and attend all auditions - determine who is required for call-backs (if required)
- offer suggestions for final casting to the Director
- meet with Producer, Director, Choreographer, and Stage Manager to set the rehearsal schedule
- attend all production meetings and present all needs, concerns, ideas, deadlines, and supply artistic approval as required
- determine with the Stage Manager all rehearsal and production needs, etc. during pre-production
- attend technical and dress rehearsals and all performances.
- Assist back stage in any capacity during the performances
- submit a report to the Executive Director along with any feedback for future consideration

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Program and Production

- Arrive for each class at least 15 minutes before the class commences, and to be prepared to stay 15 minutes after the class ends. The Rehearsal schedule will be mutually determined between all program staff;
- Be available to attend meetings to set schedules and planning details on dates that are mutually agreed upon by the staff.
- Stay after each respective class when auditions have been completed to cast each show.
- PREPARE and follow the plans and activities for the day *prior* to class time, as per the agreed rehearsal schedule outline.
- Prepare production spreadsheets and update on a per/class basis. Outline of docs will be provided by the ED.
- Be available for loading the set on the truck to take to the theatre.
- Be available to attend tech rehearsals, dress rehearsals and all performances.
- Be available to help load the truck to strike the set after the production is over then move set back to Marquee.
- Help clean up the Marquee studio at the end of each day. This includes stacking chairs, clearing props, costumes, empty water bottles and basically preparing the room for the next user group.
- Help when appropriate, in costuming, lighting, stage crew and all aspects of producing a musical.

We can accommodate a full program Music Director to teach 4 different casts on all **four program days**:

Monday 4:30-6pm, and 7-8:30pm

Wednesday 4:30-6pm, and 7-8:30pm

Thursday 4:30-6pm, and 7-8:30pm

Saturday 10:30am-12pm and 1-2:30pm

OR We can accommodate a partial program Music Director to teach 4 different casts on **two program days** along with another music instructor.

Monday 4:30-6pm, and 7-8:30pm

Saturday 10:30am-12pm and 1-2:30pm

Required Skills

- Ability to read music and play a melody line on piano. Ability to demonstrate by singing is also most helpful.
- Ability to communicate well with children

Honorarium: \$700-\$1400 per cast (there are 4 casts)

Please send your resume along with 3 references to info@marqueetp.com