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**St. Michael's Choir School
St. Michael's Cathedral
Basilica**

**Position Guide and Candidate Profile
for the Position of
Principal Conductor/Cathedral Music
Director**

January, 2018

THE SCHOOL

*Founded in 1937, the mission of St. Michael's Choir School (SMCS) is "The formation of Catholic men through the service of sacred music and the pursuit of knowledge." The schools' vision is to "Create an environment that allows each student to live by the motto: **He who sings, prays twice.**"*

One of only seven schools in the world affiliated with the Pontifical Institute of Sacred Music in Rome, SMCS holds a unique role - dedicated to providing high caliber sacred music to St. Michael's Cathedral-Basilica, the most prominent Catholic Church in Canada and the seat of the Cardinal. SMCS has launched a new era of excellence in performance through concerts and touring, making its' presence known on world stages – in concert with the Sistine Chapel Choir, the Regensburger Domspatzen, the Cologne Cathedral Choir and in major works in Toronto at Massey Hall and in St. Michael's Cathedral-Basilica. In partnership with the Toronto Catholic School Board, SMCS integrates an excellent academic program with a strong choral education, and instills a lifelong love of sacred music for 275 boys and youth from grades three to twelve – ages 8-18 who perform in 4 choirs – Elementary, Junior, Senior and Tenor Bass.

THE POSITION

The Principal Conductor/Cathedral Music Director has overall responsibility for the selection and preparation of music sung by all choirs for weekly Sunday liturgies and celebrations at St. Michael's Cathedral-Basilica. In collaboration with the conducting team, the Principal Conductor/Cathedral Music Director will draw on a significant depth of repertoire and strong musical education pedagogy to build a musical plan that will inform concerts, tours, media appearances and recordings and aligns with the Strategic Plan of SMCS. The Principal Conductor/Cathedral Music Director will lead with an overarching vision that nurtures strong musical education (sacred and secular), instills an appreciation of traditional Catholic choral music, and will encourage and excite the choristers to aspire to a high calibre of liturgical musical excellence.

REPORTING RELATIONSHIPS

Reports to: Executive Director, SMCS

Key Relationships: Rector, St. Michael's Cathedral-Basilica
Organist, Cathedral-Basilica/Accompanist, SMCS
Academic Principal, SMCS
Dean of Choral Studies
Choral Conductors Elementary, Junior, Senior, Tenor Bass, Alumni
Music Librarian/Archivist
Program Manager
Alumni Choir
Parent Community

SUMMARY OF RESPONSIBILITIES

Cathedral Duties

- Select hymns and other congregational responses for all masses and other Cathedral services in consultation with the Dean of Choral Studies, the Executive Director, the choral staff and the Rector of the Cathedral
- Select repertoire for all liturgies of assigned choir (choir liturgies)
- Prepare and rehearse the music with the choir for liturgies
- Select and assist with the preparation of cantors and hymn leaders for choir liturgies
- Mentor other conductors in the selection and preparation of cantors and hymn leaders
- Provide weekly bulletin and other programme material in a timely fashion for publication
- Lead the pre-service rehearsal and conduct a choir at the assigned mass(es) each week from September to June, including extra services such as Christmas, Holy Week and Easter
- Meet throughout the year with the Rector, Pastoral associates, Executive Director and choral team for the purposes of planning Liturgies and selecting appropriate congregational responses for all masses and other Cathedral-Basilica services where sacred music is needed

Concerts & Tours

- Select appropriate repertoire in consultation with the Executive Director and choral team
- Collaborate with the choral team in the planning, publication and distribution of weekly rehearsal schedules
- Provide guidance to choral team with respect to repertoire content (Church and performance venues)
- Audition and hire soloists and/or instrumentalists (as required) within budgetary guidelines
- Provide programme information along with programme notes in a timely fashion for publication
- Rehearse and conduct ensembles (as assigned)
- Conduct Massed Choir performances (as assigned)
- Supervise and mentor other conductors for Massed Choir performances

Recordings

- Collaborate with the Executive Director and choral team on overall theme and content
- Select appropriate repertoire in consultation with the Executive Director and choral team
- Provide guidance to choral team with respect to repertoire content
- Contract soloists, instrumentalists and accompanists as required
- Work within budget and perform due diligence toward fiscal responsibility
- Provide programme information along with programme notes in a timely fashion for publication
- Rehearse and conduct ensembles (as assigned)
- Conduct Massed Choir performances (as assigned)
- Supervise and mentor other conductors for Massed Choir pieces

Teaching

- Collaborate with both music and academic teaching staff in the delivery of a holistic SMCS education experience.

CANDIDATE PROFILE

Qualifications

Post Graduate degree in Choral and Instrumental Conducting and/or Music Education

Ideally 10 plus years' conducting experience with an established reputation for excellence in choral conducting

Collaborator as accompanist and/or long history of singing in choirs

Skills & Functional Experience

- Demonstration of and enthusiasm for values-based teaching pedagogy for boys – respectful, unquestionable knowledge, discipline regarding standards, an approach that is also highly engaging and educational
- Proven history in the consistent production of high quality singing in liturgies and concerts
- Experience in the development and production of an annual music plan and/or vision that aligns with the schools' Strategic Plan
- Experience in selecting high-level repertoire for Catholic liturgies, concerts, tours and recordings
- Strength in the preparation of appropriate secular music for concerts and media appearances
- Expert knowledge of Gregorian Chant and Polyphony
- Effective and timely planning and management of rehearsals
- Strong planning and organizational skills
- Comfortable using technology to communicate regularly with administration, staff, and parents

Personal Qualities

- Proven ability to motivate and nurture the excitement and desire in students to learn about vocal pedagogy
- Positive and optimistic – able to promote a vision that will lead and inspire students and the conducting team to consistently achieve increasingly superior performance levels
- Collaborative leader who builds trust, delegates responsibility to team, accountable for decisions, and supports professional growth of the choral team
- A patient, intuitive teacher with a deep appreciation of the spirit of a choral school
- Superior interpersonal, organizational and communication skills – responsive and engaging, prepared to share knowledge and cultivate curiosity
- Skilled ambassador for the school, who demonstrates integrity, reliability and congeniality when dealing with SMCS community stakeholders – parents, clergy, congregants, benefactors and members of the arts community.

Other

Ability to travel nationally and internationally
High proficiency in English – written and spoken
Knowledge of Roman Catholic Liturgy and devotional practices would be an asset.

TO APPLY

Interested parties are invited to submit the following material to Lynda Ducharme, ducharmegroup@sympatico.ca by **February 5, 2018**.

Covering Letter of Interest
Curriculum Vitae
Links to any Videos of Conducting Recordings
Links to any professional website you may have
Sample programs from the past 2 years of concerts in which you served as a principal conductor or musical conductor
Complete repertoire list

We sincerely thank all applicants for your interest and will be directly contacting those individuals who are deemed most qualified to explore the opportunity further.