

# MUSIC & PERFORMANCE VICE PRESIDENT

The musical life of the chapter depends on the Music Vice President and his music leadership team. His enthusiasm and dedication must be coupled with the experience and expertise necessary to contribute as a valuable member of the team.

The music vice president is an elected officer and member of the board of directors. He is responsible for the musical growth of the chapter, with the assistance of his team and the cooperation of the musical director and his assistants. Following are his duties:

- Coordinate the music leadership team in all of its activities
- Keep the chapter informed of all music leadership team goals and musical plans.
- Schedule and chair all music leadership team meetings and planning sessions.
- Coordinate the yearly chapter music program
- Prepare an annual music leadership team budget for board approval.
- Work with the musical director in selecting all music team personnel and present the proposed list to the chapter board for approval.
- Serve as the musical leadership team's liaison to the administrative leadership team.
- Direct and supervise the activity of the support team members.
- Implement the plans and needs for the music leadership team, including all materials and supplies for each chapter meeting.
- Maintain all chorus records, such as voice placement forms, audition records, progress records, etc.. Oversee production of tapes for member's use.
- Obtain the services of outside coaches.
- Keep the music leadership team and chapter membership informed of schools.
- Plan and supervise in-house training sessions for team members to ensure uniformity and continuity of teaching.
- Evaluate, on a regular basis, the goals set by the music leadership team.