## RAINBOW CITY BAND ASSISTANT DIRECTOR PROCESS

**Submit your application**: Applications must consist of a cover letter, resume/CV, and at least one professional and one personal references/letters of recommendation. The cover letter should include information about why you would like to be Rainbow City Band's assistant conduction how you would be a good fit for this position. Applications will be accepted via email only at <a href="mailto:president@rainbowcityband.com">president@rainbowcityband.com</a>.

**Interview Candidate Selection**: The search committee will select applicants for in-person interviews and a podium audition. Candidates will be contacted by the president to arrange and confirm the time and location of the interview and audition.

**In-Person Interviews**: Members of the search committee will conduct in-person interviews for the selected candidates at an agreed-upon time and location.

**Podium Auditions**: Selected candidates will be invited to audition with members of the band. At the podium auditions, band members will be invited to complete an evaluation to provide feedback to the selection committee and board of directors. The podium audition should mimic the beginning of a rehearsal where new music is introduced: that is, include any warm-ups or exercises you might normally perform, followed by conducting part of a piece of music (provided by RCA) that members may or may not have previously played.

**Final Selection:** The selection committee provides its recommendations to the board of directors and Artistic Director for final selection by consensus. Candidates will be notified of the outcome of the decision as soon as the selection is completed.