Assistant Conductor/Youth Orchestra Conductor

The Princeton Symphony Orchestra (PSO), widely regarded as one of the New Jersey’s finest arts organizations, is a highly successful professional orchestra. The PSO presents a six-program classical subscription series and pops concerts at Richardson Auditorium in Princeton, a chamber music series throughout Central New Jersey, a series of lectures and events for the community, and robust education programs reaching over 10,000 schoolchildren annually. This is an exciting time of growth for the PSO: the organization has just announced a merger with The Princeton Festival, a June performing arts festival, and in 2020, the PSO began a new partnership with the Youth Orchestra of Central Jersey (YOCJ), which included an expansion of the PSO’s assistant conductor position to include leadership of the YOCJ Symphonic Orchestra.

**JOB TITLE:** PSO Assistant Conductor and conductor of YOCJ Symphonic Orchestra  
**REPORTS TO:** Executive Director  
**SUPPORTS:** Music Director, Administrative Staff, Librarian, Musicians, YOCJ staff

**POSITION:**
The Assistant Conductor’s primary roles are to act as cover conductor for the PSO and to serve as conductor of the YOCJ Symphonic Orchestra. As PSO cover conductor, this position provides primary artistic support to the Music Director or guest conductor for subscription rehearsals and concerts during the PSO season. This includes personal preparation of all scores and providing real-time verbal feedback on artistic concerns. With YOCJ, the Assistant Conductor leads all Symphonic Orchestra rehearsals and concerts and participates in additional activities as assigned. The Assistant Conductor is a vital member of the PSO team and serves as a representative for the orchestra at fundraising and community events as needed. The position provides conducting opportunities for public performance as available, to be discussed on an annual basis.
ESSENTIAL JOB FUNCTIONS:
Responsibilities include but are not limited to:

PSO

- Serve as cover conductor for all classical series rehearsals and concerts. Maintain a high level of preparation suitable to step in for the Music Director should the need arise.
- Be present at all rehearsals and assist with balances and other artistic matters.
- Conduct any offstage ensembles and serve as score reader/operator for electronic parts or other production elements as necessary.
- Assist in preparation and execution of live-stream events and recordings.
- Participate in pre-concert talks and other lectures or community events during service weeks as requested.
- Write program notes for PSO subscription concert programs.

YOCJ

- Conduct all YOCJ Symphonic Orchestra rehearsals and concerts. Rehearsals are normally scheduled for Tuesday evenings, beginning October 5, 2021. See attached schedule.
- Assist in planning and execution of YOCJ programs and events, including auditions, masterclasses, and other opportunities, under the direction of YOCJ executive director. Act as representative of PSO in YOCJ partnership.

Additional Job Functions:

- Be able to travel to/from multiple venues.
- Attend rehearsals and concerts in venues that may require proof of COVID-19 vaccination and adhere to all PSO and YOCJ health and safety policies.
- Other duties as assigned.

Additional opportunities that may be available from time to time as a part of this position include:

- Attendance at PSO board meetings and development events as a representative of the orchestra and relationship building with PSO constituents.
- Participation in interviews and other media needs as requested.
- Contribution to organization-wide projects and efforts including option to serve on the Equity, Diversity, and Inclusion Task Force.
QUALIFICATIONS:

- Graduate level degree in music or equivalent experience.
- Substantial conducting training and experience conducting a professional orchestra. Evidence of prior work in a youth orchestra setting strongly preferred.
- Extensive knowledge of orchestral repertoire and familiarity with other genres.
- Must be a confident public speaker and be able to communicate effectively with Music Director, PSO musicians, staff, board members, and patrons.

The successful candidate is expected to be local to Princeton during PSO service weeks for rehearsals and other events. Please see season schedule below. Occasional release from PSO rehearsal due to scheduling conflict will be considered. Full rehearsal schedule available upon request. Travel and accommodation assistance may be available on an as-needed basis.

To apply, please submit a cover letter including discussion of how you view the role of cover conductor and what you would hope to gain from the position, resume including performance and repertoire list, and a list of professional references. Candidates must also submit two to three contrasting videos (rehearsal or performance), not to exceed ten minutes in total. Videos preferably should be submitted as links to online viewing platforms, i.e. YouTube, and must be accessible to multiple viewers.

Finalists will be required to be present in Princeton on Saturday, October 2, 2021 and on an additional date in the preceding week, still to be scheduled. Venue policies regarding COVID-19 safety are developing and may include a vaccination requirement. Updated health and safety rules will be communicated to finalists invited to in-person audition. If vaccination is required, please note that two-dose (Pfizer/Moderna) or one-dose (Johnson & Johnson) vaccination plus two week waiting period must be completed by date of first audition.

Please submit all materials via email to employment@princetonsymphony.org with Assistant Conductor in the subject line by Friday, September 10, 2021. No phone calls, please.

The Princeton Symphony Orchestra (PSO) values diversity and inclusiveness in the workplace. Individuals who bring diverse backgrounds and perspectives are encouraged to apply. It is our policy to provide equal employment opportunity to all persons regardless of age, color, national origin, citizenship status, race, religion, creed, gender, sex, sexual orientation, gender identity and/or expression, genetic information, marital status, status with regard to public assistance, veteran status, status as a qualified individual with disabilities, or any other characteristics protected by federal, state, or local law. If you require any assistance or accommodations during the interview process, please include this information when submitting your application.
2021-22 Princeton Symphony Orchestra Concert Schedule, to be confirmed

October 3, 2021
November 4, 2021
February 5 and 6, 2022
March 5 and 6, 2022
March 26 and 27, 2022
May 7 and 8, 2022

YOCJ Schedule 2021-22, to be confirmed

FALL SEMESTER
Rehearsals Tuesday evenings, October 5 – January 18
Sun. January 16 or 23: 3pm & 7pm Large Ensemble Concerts
Sun. January 23 or 30: snow date for above concert

SPRING SEMESTER
Tues. January 25: New student Auditions
Rehearsals Tuesday evenings, February 8 – May 17
Tues. April 19: Spring Break
Sun. May 22: 3pm & 7pm Large Ensemble Concerts