



Columbia Choirs  
of Metropolitan Seattle

7345 164<sup>th</sup> Avenue NE, #145-128  
Redmond, WA 98052

## Enrichment Choir Conductor **Frost Elementary** Job Description

### **About Columbia Choirs**

Columbia Choirs of Metropolitan Seattle is a community choral nonprofit organization based on the Eastside, with a mission “to bring together people of all ages and backgrounds to learn through music and experience the joy of choral singing”. Since 1984, Columbia Choirs has been a musical home for singers of all ages to find their voice, express themselves, and grow their community. With eight community choirs – for children, youth, and adult singers – and outreach programs in local elementary schools, Columbia Choirs offers high-quality musical learning opportunities and presents a variety of public performances throughout the year.

### **What are Enrichment Choirs?**

In fulfillment of its mission to increase access to the choral arts, Columbia Choirs has expanded our offerings in recent years to include in-school choir classes for elementary schools that do not currently offer choir. Through these partnerships, we aim to expand access to high-quality choral music education and fill a vital need in our community.

Enrichment Choir classes run throughout the school year and follow the school’s traditional holiday and break schedule. Rehearsals are 1.25 hours in length and are held once a week. Classes take place in the school’s music classroom or equivalent space. The program calendar is divided into three sessions: fall, winter, and spring, with each term culminating in a performance opportunity for students to share their learning with families and the school community. The Enrichment Choir will also participate in a collaborative concert with the other schools in their region. Columbia Choirs provides an accompanist for all performances, as well as for rehearsals in the weeks leading up to each performance.

### **School Specific Information**

Columbia Choirs is seeking an experienced and enthusiastic conductor to lead the Enrichment Choir program at **Frost Elementary** for the **2026-2027 school year**.

Location: Robert Frost Elementary (11801 NE 140th St, Kirkland, WA 98034)

Rehearsal Day: **Wednesdays**

Rehearsal Time: **2:30-3:45pm**

Fall Session Dates: **September 23 – December 2** (Winter and Spring dates TBD, will follow a similar pattern)

### **Conductor Position**

The Enrichment Choir Conductor:

- Works in collaboration with the Columbia Choirs Artistic Director to select diverse, engaging, and age-appropriate repertoire and instructional materials for each term.
- Introduces foundational music literacy skills through solfege, rhythm reading, melodic echoes, ear training, and other age-appropriate musicianship activities.
- Teaches foundational vocal and choral skills in an age-appropriate way.
- Prepares students for a culminating performance that celebrates their learning and growth.
- Creates a positive, welcoming rehearsal environment that develops students' singing and musicianship skills while fostering excitement and enjoyment of choral music.
- Meets throughout the school year with other Enrichment Choir Conductors and Columbia Choirs administrative staff.

The ideal candidate will:

- Have experience conducting or teaching elementary-aged singers.
- Bring energy, enthusiasm, and a love of singing to each rehearsal.
- Be comfortable using Kodaly methods to introduce young singers to solfege, rhythm syllables, and sequential learning.
- Develop students' musical skills, confidence, and ability to work collaboratively as an ensemble.
- Have experience teaching students of varying backgrounds and abilities, and confidence in classroom management.
- Build joy and foster an appreciation for the choral arts through engaging rehearsals.
- Communicate effectively and consistently with Columbia Choirs staff.

### **Compensation**

The position pays \$96 an hour for rehearsals and performances, which includes 1.25 rehearsal hours per week. Pay rate for any administrative duties (class setup, emails, meetings, etc.) will be \$36 per hour, estimated at 4 hours per month.

### **How to Apply**

Interested candidates should send a resume and a brief statement of interest to Artistic Director Katrina Turman at [katrina.turman@columbiachoirs.org](mailto:katrina.turman@columbiachoirs.org). Please also include your general week-day availability.