

RIVER CITY VOICES

POSITION DESCRIPTION

Artistic Director

Position: Artistic Director

Organisation: River City Voices

Location: Parramatta, Western Sydney NSW & WFH

Commencement: January 2027

Employment Type: Contract

Reports to: River City Voices Board

Remuneration:

\$240 per 3 hour rehearsal call during RCV terms

\$550 performance fee per performance

\$65 an hour for administration set at 4 hours per week for the calendar year of 2027

Based on current plans for 2027 the culmination of these fees for projects managed is:

\$21,530 + Superannuation

There is capacity for this to increase as extra performance fees and rehearsal fees would be paid based on extra events and performances that are not currently programmed and occur throughout the year.

Term: An initial contract for Jan 15th 2027 - Dec 31st 2027 would be offered with a probationary period of 6 months from contract commencement.

1. ABOUT RIVER CITY VOICES

River City Voices (RCV) is an auditioned symphonic choir based in Parramatta and serving Western Sydney and the broader Sydney community.

Established in 2018, River City Voices is a leading choral organisation in Western Sydney, combining a high standard of musical performance with a strong commitment to community, cultural diversity, collaboration and accessibility.

RCV brings together singers from across Western Sydney and beyond and presents a diverse program of choral music, ranging from major symphonic and classical repertoire to contemporary works, culturally diverse repertoire, collaborative performances and community-focused projects.

The choir aims to provide exceptional musical experiences for both audiences and singers while contributing to the cultural life and identity of Parramatta and Western Sydney.

RCV's artistic vision is underpinned by:

- Musical excellence and high performance standards
 - A strong and distinctive Western Sydney artistic identity
 - Inclusive participation and a welcoming choir culture
 - Diverse repertoire and representation of different cultural traditions
 - Collaboration with local, Australian and international artists and organisations
 - Development of singers and emerging creative practitioners
 - Meaningful engagement with the broader community
 - Ambitious, innovative and high-quality choral programming
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2. POSITION PURPOSE

The Artistic Director is the senior artistic leader of River City Voices and is responsible for establishing and delivering the choir's artistic vision, musical identity and performance program.

Working closely with the General Manager, board, staff, volunteers, musicians, artistic collaborators and community partners, the Artistic Director will lead RCV's artistic development and ensure that the choir continues to grow as an ambitious, distinctive and sustainable cultural organisation.

The Artistic Director will provide inspirational musical leadership to the choir, develop and curate compelling artistic programs, lead rehearsals, annual audition processes and performances, support the development of singers and contribute to the strategic direction of the organisation.

The role combines **artistic leadership, musical direction, programming, people leadership, stakeholder engagement and organisational development.**

The successful candidate will be an accomplished choral musician and leader who can balance artistic ambition with the practical realities of delivering high-quality community-based performance in Western Sydney.

3. KEY RESPONSIBILITIES

A. Artistic Vision and Leadership

- Develop and articulate a clear artistic vision for River City Voices within the framework and pillars of River City Voices strategic plan and in consultation with the General Manager and Board.
(A version of RCV's strategic plan for applicants can be found [here](#))
 - Maintain RCV's distinct artistic identity.
 - Provide artistic leadership across the organisation's concert, event and community programs.
 - Ensure artistic activities align with RCV's organisational objectives, values and strategic direction.
 - Champion artistic excellence while maintaining an inclusive, respectful and supportive choir culture.
 - Identify opportunities for RCV to grow its artistic profile and reputation within Western Sydney, Sydney and beyond.
 - Encourage innovation, experimentation and the development of new approaches to choral performance.
 - Identify opportunities for RCV to contribute meaningfully to Parramatta's cultural identity and creative ecosystem.
 - Act as a key artistic ambassador for River City Voices.
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B. Artistic Programming and Repertoire

- Develop RCV's annual artistic and performance program in consultation with the Board.
 - Curate engaging, ambitious and appropriately challenging repertoire.
 - Balance major choral and symphonic repertoire with contemporary, Australian, culturally diverse and innovative works.
 - Consider opportunities to showcase Western Sydney composers, musicians, artists and creative practitioners.
 - Develop programs that reflect the diversity of RCV's membership and the communities it serves.
 - Identify opportunities for collaborations with orchestras, instrumental ensembles, soloists, conductors, composers, choirs, cultural organisations and other artists.
 - Develop programs that attract and develop new audiences.
 - Consider the artistic, financial, logistical and audience implications of proposed programs.
 - Provide recommendations to the Board regarding repertoire, guest artists, collaborators and major artistic projects.
 - Ensure sufficient preparation time and appropriate musical resources are available for each program.
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C. Musical Direction

- Lead RCV's regular rehearsals and musical preparation.
 - Conduct performances and concerts as agreed with the Board.
 - Establish rehearsal priorities and musical objectives for each program.
 - Develop effective rehearsal strategies that maximise the choir's musical development and performance readiness.
 - Work collaboratively with répétiteurs, accompanists, instrumentalists, guest conductors and other musical personnel.
 - Provide clear and constructive musical feedback to singers.
 - Establish appropriate expectations for musical preparation, attendance, punctuality and performance standards.
 - Ensure the choir is appropriately prepared for all public performances.
 - Contribute to the development and maintenance of appropriate audition, musical assessment and membership processes.
 - Determine, in consultation with relevant personnel, appropriate musical standards for membership and ongoing participation.
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4. SINGER DEVELOPMENT

The Artistic Director will play an important role in developing the musical capability and confidence of RCV's singers.

Responsibilities include:

- Establishing a culture of continuous musical development.
 - Identifying opportunities for workshops, masterclasses, sectional rehearsals and other development activities.
 - Supporting singers to develop vocal, musical and performance skills.
 - Providing constructive feedback and encouragement.
 - Identifying opportunities for emerging conductors, accompanists, composers and other creative practitioners to gain experience through RCV.
 - Encouraging leadership and mentoring opportunities within the choir.
 - Supporting an environment where singers of different musical backgrounds and levels of experience can participate successfully while maintaining high artistic standards.
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5. INCLUSIVE AND CULTURALLY RESPONSIVE PRACTICE

River City Voices is committed to being an inclusive choir that reflects and celebrates the cultural diversity of Western Sydney.

The Artistic Director will:

- Promote a respectful, welcoming and inclusive rehearsal environment.
 - Consider cultural diversity and representation in repertoire and programming.
 - Seek opportunities to collaborate with culturally diverse artists, choirs and community organisations.
 - Support meaningful engagement with Western Sydney's culturally diverse communities.
 - Consider accessibility and participation when developing artistic programs.
 - Ensure that artistic ambition and high standards are balanced with appropriate consideration for the wellbeing and experience of choir members.
 - Support initiatives that broaden participation and create pathways into choral music.
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6. COLLABORATION AND PARTNERSHIPS

The Artistic Director will develop and maintain strong artistic relationships with:

- Professional musicians and ensembles
- Australian and international conductors and artists
- Composers and arrangers
- Other choirs and choral organisations
- Cultural and community organisations
- Schools, universities and educational institutions
- Local government and cultural bodies
- Venues and presenters
- Festival and event organisers
- Potential artistic and commissioning partners

The Artistic Director will identify and pursue opportunities for RCV to participate in significant artistic projects and collaborations that enhance the choir's reputation and impact.

7. PERFORMANCE AND PROJECT DELIVERY

The Artistic Director will work with RCV's operational team to ensure artistic projects are delivered effectively.

This includes:

- Establishing artistic requirements for each project.
 - Providing input into rehearsal and performance schedules.
 - Identifying required musicians, soloists and artistic personnel.
 - Working with the Choir Coordinator and Choir Administrator to communicate artistic requirements.
 - Working with production and venue personnel where required.
 - Participating in production meetings and project planning where appropriate.
 - Ensuring appropriate artistic preparation for performances.
 - Evaluating performances and projects following completion.
 - Identifying improvements for future projects.
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8. STRATEGIC CONTRIBUTION

The Artistic Director will be a key contributor to the ongoing strategic development of River City Voices.

Responsibilities include:

- Working with the Board to develop and implement RCV's artistic strategy.
 - Contributing to organisational planning and long-term artistic development.
 - Identifying opportunities for growth and increased artistic impact.
 - Contributing artistic input to funding and grant applications.
 - Supporting the development of partnerships and sponsorship opportunities.
 - Providing artistic information and material required for marketing, communications and fundraising.
 - Contributing to discussions about the financial sustainability of artistic projects.
 - Helping RCV develop a sustainable long-term artistic model.
 - Participating in Board or committee meetings where artistic matters are being considered.
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9. AUDIENCE DEVELOPMENT AND COMMUNITY ENGAGEMENT

The Artistic Director will contribute to RCV's ambition to build a strong and diverse audience base.

This includes:

- Developing programs that appeal to both existing and new audiences.
 - Exploring innovative formats for presenting choral music.
 - Supporting community engagement projects and performances.
 - Identifying opportunities to bring choral music to new audiences and locations.
 - Contributing to audience development strategies.
 - Working with the organisation's marketing and communications personnel to communicate the artistic vision of RCV's programs.
 - Supporting RCV's profile as an important contributor to the cultural life of Parramatta and Western Sydney.
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10. GOVERNANCE AND PROFESSIONAL RESPONSIBILITIES

The Artistic Director will:

- Operate within the policies, procedures and strategic direction established by River City Voices.
 - Maintain appropriate professional standards in all interactions with singers, staff, volunteers, artists, partners and stakeholders.
 - Support a safe, respectful and professional working environment.
 - Comply with relevant workplace health and safety, child safety, safeguarding and other applicable requirements.
 - Respect confidentiality and organisational intellectual property.
 - Declare and appropriately manage any actual or potential conflicts of interest.
 - Maintain appropriate professional development and industry engagement.
 - Represent River City Voices professionally at rehearsals, performances, meetings and external engagements.
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11. KEY WORKING RELATIONSHIPS

Board / Committee

The Artistic Director will work closely with the RCV Board to ensure that artistic activity supports the organisation's broader strategic and financial objectives. The Artistic Director answers to the board as a direct report.

General Manager

The Artistic Director will work closely with the General Manager to ensure projects are being delivered within budget and that operational and logistical standards are being met. The General Manager answers to the board as a direct report.

Choir Administrator

The Artistic Director will work with the Choir Coordinator regarding choir membership, attendance, communications, rehearsal logistics and singer-related matters. The choir administrator answers to the GM as a direct report.

Repetiteur / Accompanist

The Artistic Director will provide musical direction and priorities to the repetiteur/accompanist and work collaboratively to support effective rehearsals. The Repetiteur is a freelance contractor who answers to the Artistic Director as a direct report.

Guest Artists and Creative Practitioners

The Artistic Director will lead artistic relationships with guest conductors, soloists, instrumentalists, composers, arrangers and other collaborators.

Choir Members

The Artistic Director will establish a positive, professional and inspiring relationship with the choir and provide clear musical leadership.

12. EXPECTED TIME COMMITMENT

The role involves a combination of:

- Weekly evening rehearsals during active concert periods.
- Additional rehearsals where required for major projects.
- Performances and concert calls.
- Artistic planning and programming.
- Meetings with the Board and operational team.
- Engagement with guest artists and external partners.
- Project preparation and post-project evaluation.
- Occasional workshops, masterclasses or development activities.
- Industry and stakeholder engagement.

RCV's regular rehearsal model currently centres on Thursday evening rehearsals in Parramatta, with additional commitments scheduled according to the requirements of individual projects.

For more detail of the specific dates of River City Voices terms, rehearsals and performance dates that are already set for 2027 please contact Chris McNee at manager@rivercityvoices.org.au.

13. PERSON SPECIFICATION

Essential

The successful candidate will demonstrate:

Musical and Artistic Capability

- High-level musical knowledge and understanding of choral repertoire.
- Significant experience conducting choirs.
- Demonstrated ability to prepare and lead choirs to high performance standards.
- Strong understanding of vocal technique, choral sound and ensemble development.
- Ability to interpret a broad range of choral repertoire.
- Demonstrated ability to develop compelling artistic programs.

Leadership

- Strong and inspirational leadership skills.
- Ability to motivate and develop singers.
- Ability to establish clear expectations while fostering a positive choir culture.

- Excellent interpersonal and communication skills.
- Ability to manage different perspectives and personalities constructively.
- Demonstrated ability to work collaboratively with boards, staff, volunteers and creative practitioners.

Strategic and Organisational Capability

- Ability to think strategically about the development of an arts organisation.
- Understanding of the operational and financial realities of delivering artistic projects.
- Ability to balance artistic ambition with organisational capacity.
- Strong project planning and organisational skills.
- Ability to develop and maintain professional relationships and partnerships.

Communication

- Excellent verbal communication.
- Ability to communicate complex musical concepts clearly and effectively.
- Strong written communication skills.
- Ability to represent RCV professionally to artists, audiences, partners and stakeholders.

14. DESIRABLE EXPERIENCE

The following would be highly regarded:

- Experience leading an established choir or professional/community choral organisation.
 - Experience conducting major choral-orchestral repertoire.
 - Experience working with volunteer or community-based ensembles.
 - Experience programming contemporary or Australian choral music.
 - Experience working with culturally diverse communities.
 - Experience developing new audiences.
 - Experience delivering arts projects in partnership with government, cultural organisations or community organisations.
 - Experience preparing successful grant applications or contributing to funded arts projects.
 - Experience working in Western Sydney or a comparable culturally diverse urban community.
 - Existing relationships within the Australian choral and broader performing arts sector.
 - Experience developing emerging artists, conductors or creative practitioners.
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15. PERSONAL ATTRIBUTES

The ideal Artistic Director will be:

Inspirational

Able to motivate singers and bring energy, ambition and purpose to rehearsals and performances.

Musically rigorous

Committed to achieving a high standard of musical excellence and willing to challenge the choir to continually improve.

Collaborative

Able to work effectively with a Board, staff, volunteers, musicians, artists and community partners.

Inclusive

Committed to creating a rehearsal and performance environment in which people from diverse backgrounds feel welcomed and valued.

Ambitious

Able to identify opportunities that will raise RCV's artistic profile and broaden its impact.

Pragmatic

Able to translate artistic ambition into realistic programs that can be delivered within available resources.

Curious and innovative

Open to new repertoire, new artistic forms, new collaborations and new ways of engaging audiences.

Community-minded

Passionate about the role that arts organisations can play in building community and contributing to the cultural identity of Western Sydney.

Professional

Reliable, organised, respectful and capable of representing RCV at a high level.

16. KEY PERFORMANCE INDICATORS

Success in the role will be assessed through a combination of artistic, organisational and people outcomes.

Potential measures include:

Artistic Excellence

- Quality of choir performances.
- Achievement of agreed artistic standards.
- Development of the choir's musical capability.
- Successful delivery of major artistic projects.

Artistic Development

- Quality and diversity of repertoire.
- Development of new artistic programs and collaborations.
- Increased opportunities for Australian, Western Sydney and culturally diverse artists.

Choir Development

- Singer engagement and retention.
- Development of musical capability within the choir.
- Positive rehearsal and performance culture.

Audience and Community

- Growth and diversification of audiences.
- Increased community engagement.
- Stronger recognition of RCV within Parramatta and Western Sydney.

Partnerships

- Development of high-quality artistic and organisational partnerships.
- Increased opportunities for RCV to participate in significant external projects.

Organisational Sustainability

- Artistic programs that are financially and operationally sustainable.
 - Contribution to successful grant applications and funding opportunities.
 - Alignment between artistic ambition and organisational capacity.
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17. AUTHORITY AND DECISION-MAKING

The Artistic Director will have primary artistic responsibility for:

- Musical interpretation.
- Rehearsal methodology.
- Artistic programming recommendations.
- Repertoire recommendations.
- Musical preparation.
- Artistic standards.
- Recommendations regarding guest artists and collaborators.

Decisions with significant financial, contractual, strategic or organisational implications will be made in consultation with and/or approved by the General Manager and Board in accordance with the organisation's governance arrangements.

The Artistic Director is not expected to carry sole responsibility for the operational or financial management of River City Voices.

18. THE OPPORTUNITY

The appointment of an Artistic Director represents an important next step in the development of River City Voices.

The successful candidate will have the opportunity to help shape the next phase of an ambitious Western Sydney choir, developing its artistic identity, expanding its repertoire and collaborations, strengthening its musical capability and establishing RCV as a distinctive and respected voice within the Australian choral sector.

This is an opportunity for an exceptional choral musician and leader to build something significant in one of Australia's fastest-growing and most culturally diverse regions.

19. APPLICATION PROCESS

How to Apply

To apply for this position please email a CV that contains the details of two referees to Chris at generalmanager@rivercityvoices.org.au. You will receive confirmation of your receipt.

As well as a CV we are asking applicants to complete a brief hypothetical programming exercise for 2028 & 2029 seasons with River City Voices. Full details of the task, budgets and previous programming can be found [here](#).

This exercise will form part of the interview phase for successful applicants.

For a confidential conversation about this role please email Chris McNee at manager@rivercityvoices.org.au.

Key Dates

Key Dates

Applications open:
04/09/2026

Applications close:
5pm Friday - 02/10/2026

First round of interviews arranged for:
05/10/2026 - 06/10/2026

Second round of interviews and audition rehearsal with River City Voices. This will be the opportunity to take a rehearsal with River City Voices choristers that will be observed by a panel of industry professionals, River City Voices' GM and selected board members.
15/10/2026

Offer made week commencing: 19/10/2026
