



Duluth Superior Symphony Orchestra Music Librarian

The Music Librarian reports to the Production Director with guidance from the Music Director and Executive Director and works on a per concert basis from September to May with season preparation throughout the summer. Responsible for ordering, bowing, distributing and collecting all music used by the DSSO, its chamber ensembles, Youth Orchestras and conductors. Additional concerts may be assigned depending on the season schedule.

Qualifications:

- Previous experience as a music librarian, orchestra musician/conductor or related experience
- Basic computer skills (email, spreadsheets, databases) and ability to work with office equipment (copy machine, mail machine), willingness to learn new programs and equipment as necessary
- Ability to read music, read instrumentation, mark bowings, create parts
- Experience working with music publishers and other music library resources
- Understanding of music library systems and best practices
- Works well with all personality types, able to make deadlines and prioritize

Part-time position, paid per concert (approx. \$350/concert, 10 concerts per season)

Those interested in applying should email a resume/CV to:

Heidi Lord, Director of Concert Production and Personnel, hlord@dssso.com

Resumes/CVs will be accepted until June 30, 2017