



QSCM VOLUNTEER POSITIONS:

Introduction For All Positions

The Quinte Society for Chamber music is a regional, volunteer-based organization working to make performances of classical music by highly accomplished concert artists accessible to all in our rural communities.

Founded in 2015 with the mission of making classical music accessible to all, QSCM has established a reputation for presenting excellence in performance that leaves all who love classical music wowed, and those listening for the first time calling out for more.

Committed to developing a rural audience for classical music in the Quinte region, QSCM brings the best classical musicians to perform in the stunning acoustic of St. Paul's United Church in Stirling and other intimate venues in our rural communities that allow everyone to get up close and personal with classical music at its best.

Are you interested in working closely with world class performers and the local community to bring classical music to our rural audiences? If so we are currently looking for various volunteers to fill leadership roles in our organization.

QSCM is a registered Canadian Charity.

QSCM: a Registered Charity and Ontario Not For Profit

Artistic Direction: Sebastian Sallans. Advisory: Todd Yaniv, Annamaria Popescu
QSCM is a Registered Charity. Directors: Diana Bonter, Ross Carlisle, Doug Gray, Alex Kohlsmith,
Bonnie Sallans, Sharon Wickett, Cynthia Young

www.qscmusic.com / info@qscmusic.com 613.473.4461



Head of Administration

Are you an organized, management-minded individual looking to use your skills to support culture in rural communities? If so, QSCM needs your help to keep track of our initiatives, upcoming events, finances—everything!

Working with the Artistic Director and Board of Directors, you will be accountable for overseeing the progress of our artistic and organizational initiatives, including grants progress supervision, marketing projects, concert events and the overall health of QSCM's finances.

QSCM volunteers and board members will look to you to manifest their vision and provide guidance on how to execute on various initiatives. We need someone who won't shy away from leadership, as even our enthusiastic and hard working board members will look to you to keep us organized and help us all make best use of our talents, skills and resources.

Our volunteer Treasurer, Publicity Manager and Fundraising Manager will be accountable to you. The QSCM board sees you as the hub between our many spokes to keep everything running smoothly and efficiently.

Skills in leadership and project management are strong assets for this role. More than that, we need someone who feels comfortable providing our team with direction and guidance in a respectful and friendly manner. If you have specific leadership and/or project management skills you want to develop, we can support you through in-the-role coaching and sourcing open online courses such as those offered by MOOC, ("Massive Open On-line Courses") as well as federal, provincial and municipally funded learning opportunities

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Treasurer

Are you a meticulously detail-oriented individual who loves numbers, reports and culture? If so, QSCM needs your unique interests and skills to support culture in the Quinte Region!

Working with our Head of Administration, Fundraising Manager and Board of Directors, you'll track QSCM's operational finances, file our governmental reports and manage our day to day banking.

Note that you will need to be able to use QuickBooks or equivalent accounting software. If you're unfamiliar with QuickBooks or formal accounting practices, we can support you through sourcing various massive open online course (MOOC) offers as well as Federal, Provincial and Municipal learning opportunities.

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Publicity Manager

Are you a dynamic and outgoing individual wanting to connect your community with new cultural opportunities? If so, QSCM needs your help with managing our image and profile both online and in person!

You will work with our Head of Administration, Fundraising Manager, Board of Directors and Artistic Director to develop and maintain our profile and ensure our purpose, initiatives and projects are known to both funding organizations and Quinte region residents.

Our Social and Web volunteers will look to you for guidance on how to manage our online profiles. Within QSCM, you'll be the conduit between teams to ensure our Social and Web volunteers have clear and specific direction on how to execute on our publicity and marketing initiatives. Specific coding and web design experience is beneficial, and more than that we need your awareness of publicity and marketing strategies and approaches.

Externally, you will be our community liaison to Quinte region residents and funding organizations. With the assistance of our volunteers, you'll help ensure Quinte region residents know what QSCM offers and demystify the classical music experience. Working with our Fundraising Manager, you'll reinforce QSCM's value proposition to both business sponsors and grant funding organizations.

Overall we are looking for someone who can bring a strong foundation of publicity and relationship skills. What we offer is the opportunity to direct and coach our volunteers, and access to leadership development through in-the-role coaching, as well as federal, provincial and municipally funded learning opportunities.

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Fundraising Manager

Do you love culture as much as you love championing it? Then QSCM needs your help to ensure we have funding to bring live, professional performances of classical music to Quinte region residents in a way that is affordable and accessible to all.

You will work with our Head of Administration, Treasurer and Board of Directors to ensure we have sufficient sources to fund both our concerts and our operational expenses. This includes organizing and administering fund raising activities, sourcing and writing grants in both the public and the private sector, and identifying and securing private funding sources such as corporate and business sponsors.

You will also work closely with our Publicity Manager to ensure funding organizations are familiar with what QSCM brings to the region, and that residents can access all that QSCM has to offer. This includes collaborating with our Head of Administration, Treasurer and Board of Directors to refine the cost and accessibility elements of individual concerts and programs.

Overall we are looking for a self-starter familiar with fundraising approaches and can help us uncover options available to QSCM. What we offer is the opportunity to direct and coach our volunteers, and access to leadership development through in-the-role coaching, as well as federal, provincial and municipally funded learning opportunities.

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Closure For All Positions

If this sounds like you, please send us your resume with a cover letter/email to info@qscmusic.com. We look forward to hearing from you and having your help to bring accessible classical music to Quinte region!

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