CONVERGENCE
PERFORMING ARTS

JOB DESCRIPTION

Date Written or Revised: July 2026
Title: Woodwind Specialist
Supervisor: Program Director
Job Status: Temporary (September – April); Non-Exempt

Primary Purpose

The woodwind specialist is responsible for the instruction, development and performance achievement of the woodwind section within the indoor winds program. This position serves as the primary educational resource for woodwind performers, focusing on technical development, musical excellence, performance consistency and the successful implementation of the ensemble's educational and competitive objectives.

Working collaboratively with the program director, winds staff and design team, the woodwind specialist helps create an environment that promotes performer growth, accountability, discipline and high levels of artistic achievement.

Key Responsibilities

Performer Development

- Serve as the primary instructor for members of the woodwind section.
- Develop performers' technical proficiency, musicianship, ensemble awareness and performance quality.
- Teach and reinforce proper technique, sound quality, timing, rhythmic interpretation and musical expression.
- Provide individualized instruction and feedback to support performer growth and achievement.
- Establish and maintain performance standards consistent with the educational goals of the indoor winds program.
- Promote accountability, preparation, professionalism and a growth-oriented mindset among performers.

Rehearsal Leadership

- Lead woodwind-specific rehearsals, sectionals and educational activities as assigned.
- Assist in planning and implementing rehearsal objectives established by program director.
- Reinforce instructional concepts introduced by the program director.
- Monitor performer progress and communicate developmental needs to program director.
- Assist in maintaining a positive, productive and performer-centered rehearsal environment.

Show Implementation

- Work alongside winds leadership in the successful implementation of production design and musical content.
- Teach, refine and maintain woodwind performance responsibilities throughout the competitive season.
- Assist in the interpretation and execution of visual, musical and performance elements assigned to the woodwind section.
- Provide feedback regarding performer achievement and implementation challenges.
- Support the successful integration of the woodwind section within the full winds ensemble.

Curriculum & Educational Support

- Assist in the development, refinement and implementation of warm-up exercises, technique materials and educational resources.
- Provide recommendations regarding technical exercises and instructional strategies to address performer needs.
- Support consistency in instructional approach and winds pedagogy.
- Assist in identifying educational priorities for individual performers and the section as a whole.

Performances & Events

- Attend required rehearsals, camps, performances, competitions, meetings and organizational events.
- Assist with ensemble preparation, warm-up procedures and performance readiness.
- Support the execution of competition-day logistics and performance operations.
- Provide educational feedback and performance evaluations following events and adjudicator reviews.

Collaboration & Communication

- Work collaboratively with winds staff, visual staff, designers and administrative personnel.
- Maintain professional and effective communication with performers, parents, volunteers and fellow staff members.

- Support organizational initiatives related to performer success.
- Model the values, standards and expectations of the organization.

Qualifications

Required

- A high school diploma, GED or equivalent is required. Preference may be given to candidates with postsecondary education in music, music education, winds performance, arts administration or a related field.
- Individual must have and maintain a non-expired Level One Identity Verified Prints (IVP) Fingerprint Clearance Card.

Preferred

- A minimum of three years of experience as a performer, instructor or educational leader in front ensemble, indoor winds, marching arts, drum corps, concert winds or related performance settings; or
- An equivalent combination of education, training and experience demonstrating the ability to successfully perform the responsibilities of the position.

Compensation

$1,000 stipend + travel and lodging for WGI Winds World Championships (total compensation package estimated at $1,825)

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