



Performance Coordinator

Managing a team of performers, coordinating them for rehearsals and performances. Liaising with host venues and ensuring all needed equipment is either ready or can be brought in. Investigating further performance opportunities.

JOB TYPE: Volunteer (3 hrs per week)

This may vary week to week depending on performance bookings.

LOCATION: Melbourne, Australia

Much of the work will be done via email and phone, but presence at some performances will be necessary.

SUPERVISOR: Snack Music Excitement

Main Duties & Responsibilities

- Booking performances
- Liaising with churches
- Organising rehearsals
- Liaising with performers
- Monitoring booking emails
- Stock sold at performance
- Ensuring adequate PA
- Ensuring quality of performance
- Reporting to snack excitement
- Co-ordinating setlists and shows

Preferred Experience

- Administration experience
- Musical background
- Basic knowledge of sound and tech
- Children's ministry experience (volunteer or paid)
- Managerial experience

Skills

- Can navigate emails and computers with ease
- Excellent verbal and written communication
- Organised and able to meet deadlines
- People orientated
- Attention to detail
- Great initiative
- Able to input new ideas
- Creative flair
- An ability to work with a team to create something that will engage children

Goals & Purpose Of The Performance Team

- To engage audiences of children and families in Snack's core purpose
 - To help audiences discover God
- To perform with church and non-church groups, in schools and community events
 - Churches
 - Schools
 - Beach missions
 - Holiday Programs
 - Fetes
 - Tours
- To support and bless ongoing ministries with children by contributing to their event
- To promote and sell Snack's songs and products to children and their families
- To promote Snack's resources and services to those working with children
- To generate income that can support Snack's other activities

Snack's Purpose

Snack Music desires to help children **find out** who God is, to **know** God's love for them and to **experience** how amazing life can be with God.

We do this by **creating** and **distributing** contemporary and relevant resources, by **training** those who work/volunteer in children's ministry and by **performing** live to children and their families.