A. Assume the duties of the President in the absence of the President, Membership Vice-President, Program Vice-Presidents and Public Relations Vice Presidents.

B. Provide, with the approval of the Board of Directors, a suitable Chorus Director.

C. Act as liaison between the Music Team and the Board of Directors.

D. Chair the Music Team.

E. Assume responsibility for all musical activities of the Chapter, including approval of performance venues, and all chapter and non-chapter performing soloists and ensembles as delineated below:

**1**. CONTEST:
Selection of contest package
Preparation of chorus for contest
Preparation of learning tapes and sheet music
Administration of coaching sessions
Administration of qualification procedures

**2**. SHOW:
Selection of show music from list submitted by show chairman.
Timely preparation of arrangements, sheet music, and tapes for teaching of music
Approval of all performing soloists and ensembles

**3**. PUBLIC PERFORMANCE (SINGOUT):
Preparation of performance package from show and repertoire music
Determine (with chorus manager) suitability of performance venues
Approval of all performing soloists and ensembles
Prepare (with MC’s) proper introductions for package

F. Perform any duties that may be assigned by the President.