

## Music Council Executive Mission Statement

The Music Council Executive is a group of people interested/in love with music hoping/wanting to grow the community. Each member of the council executive will be responsible for their role and be held accountable. Students in the Music Council Executive will have unique roles, meet twice a week, and have influence over finances, trips, socials, communications, marketing, outreach, and concert events.

### Code of Conduct:

- Code of Conduct applies to all members of the music community and the music educator
- 1. Responsibility/attendance
  - 1.1 Show up to meetings when your presence is requested
  - 1.2 Be responsible for the information or parts that you have
- 2. Encourage others and be respectful of all members of the music council
  - 2.1 Use of appropriate language
  - 2.2 Be aware of situations
  - 2.3 be open to constructive criticisms
- 3. Failure to meet expectations will result in warnings and/or disciplinary action

### **Meeting Committee:** (persons to lead and facilitate meetings)

- **Chair**
  - Leads the conversation for all groups during meetings
  - Helps lead plans or events during the meetings
  - Summarizes viewpoint of the council to transition to next topic
- **Secretary**
  - Note taker
    - Events/topics

- Comments/concerns
  - Attendance
  - Post notes in teams at end of meetings
- **Scheduler**
  - Creates meeting plan/schedule
    - Finalized agenda - 2 days before meeting
    - Last call for edits - 1 day before meeting
    - Gives schedule to chair day of
  - Times roles/speeches

**Finance Committee:** (persons responsible for the purchases, accounting, and finances of the council)

- **Finance Director**
- **Treasurer**
  - Be able to create budgets to limit our spending responsibly
  - Give input on ticketing/fundraising strategies
  - suggest changes to draw in more people/more profit.
  - Report to student body on state of funds available to the music department.
- **Product Manager:** (involved in sourcing out and investigating products for sale)
  - Knowledgeable with technology
  - Should be able to use deductible reasoning to know what products will be profitable or be in good use in the music program
  - Aware of students' wants/needs and can organize priorities for spending.

**Communications Committee:** (team involved with the advertising, announcements, and PR of the council)

- **Marketing**
  - Work as a team to build a presence for the counsel.

- Charismatic attitude that draws people in
- Work with Social Media to spread word of concerts and fundraising efforts.
- Decide marketing strategies and create guidelines.
- **Social Media:** (persons involved with all social media advertising and promotions)
  - Work as a team to find a genre that pops out
  - Know the wants of the people and use it to create a profit with promotions
  - Works with Tech Crew and Marketing crews to set up recording of events, as well as create promotional material.
  - Creates excitement and awareness amongst student body about events.
- **Announcements:**
  - Responsible for daily announcements when needed

### **Educational Enrichment Committee:**

- **Field Studies:** (persons involved with day trips, overnight trips)
  - Find inexpensive places that students can participate as a field trip using profit from concerts
    - Have fun with it, but know limits (can we afford it, will this be fun for everyone, etc)
  - Look for local musicians or opportunities for workshops or other learning experiences.
  - Listening to feedback from student body on interesting outings
  - Provide/find opportunities on various dates, and provide at least a months notice.
- **Music Production:** (persons involved with songwriting, recording, and producing music)

- Works with social media to create promotional material to promote bands.
- Works with students in the music program to bring their song/music ideas to life
- Setup a mentoring system for those who are interested in recording/producing/creating music.
- A space where musical people can share ideas at a location like a “jam cafe” or an “open mic” where they can share and create music in a live setting.
  - Persons involved must maintain an agenda and find an appropriate location for the open mic/jam cafe
- **Section Leader:** (persons involved with the leadership of their voice/instrument within their section)
  - Work with inexperienced students to help them with instrument/theory skills.
  - Acts as an example when it comes to practicing and other habits.
  - Works with their section to memorize and/or improve their parts
  - Section leaders are required to provide a workshop for beginner students on their instrument
  - The graduating section leader can choose the new section leader for the following school year with the music educator's approval.
- **Alumni Liasson:** (persons involved with connecting graduates to the music council)
  - Connecting the alumni to the current students
  - Alumni would provide afterschool workshops