

Job Title: Director of Events
Organization: British Association of Barbershop Singers (BABS)
Location: Remote with possible travel (expenses paid)
Employment Type: Voluntary
Reports to: Board of Trustees
Application Deadline: September 20th 2024

About the British Association of Barbershop Singers (BABS)

The British Association of Barbershop Singers (BABS) is a leading UK Organisation dedicated to promoting and supporting barbershop singing. Our mission is to inspire and cultivate a passion for barbershop harmony through education, performance, and community engagement. We are committed to fostering a vibrant and inclusive community where singers of all ages and backgrounds can thrive.

Job Overview

The BABS Director of Events is responsible for the organisation of our annual events, primarily concentrating on Convention, but also working alongside the Director of Music & Education on Harmony College, Directors' Academy, and Contest Preliminary rounds. They will lead a team of volunteers and well as being responsible for the overarching events strategy

Key Responsibilities

Overarching Events Strategy

- Planning the BABS Annual Convention up to 5 years in advance
- Research and investigation of current and new venue locations.
- Working closely with the the BABS Board of Directors to align to the 5 Year Strategy of the organisation

***Convention Organisation**

- Act as primary liaison with key stakeholders, including Venue, Sound & Lighting, BABS Convention Manager, and internal volunteers.
- Ensure that all key components of convention are delivered on time, and within budget
- Provide direct leadership to the Convention Team
- Advance booking of: Venues, Hotels, Headline Guests,

*****Additional Event Support*****

- Monitor and reporting of attendance trends
- Advance budget and revenue forecasting
- Support and Development of other events such as Harmony College and Prelims

Potential qualifications you may have

*****Relevant Experience:*****

- Any large scale event planning, working with a six figure budget, is a plus
- Managing a small team, personally or professionally
- Passion for barbershop singing is highly desirable.

*****Skills:*****

- Strong interpersonal and communication skills.
- Ability to project manage

*****Attributes:*****

- Enthusiastic and approachable.
- Creative and resourceful.
- Committed to promoting diversity, inclusion, and accessibility.

How to Apply

Please start a conversation via email with Shanna Wells, Chair of BABS, by September 20th
Use "Director of Events Application" as the subject line.

The British Association of Barbershop Singers is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all members.
