



**Portland's Community  
A Cappella Singing Program**

*Marie Schumacher,  
Founding Director*

**PDX Vox Community A Cappella Singing Groups  
Opening: Fall Internship / Instructor-in-Training Position  
Start Date: September 5, 2017**

**About the Program:**

Based in Portland, Oregon, PDX Vox is a recreational singing class and non-audition performance group that provides the experience of singing *a cappella* music to a wide range of singers. The program is designed for adults and teens who have a passion for pop music and are looking for a fun, structured, low-pressure way to improve their singing in a friendly, supportive environment.

Participants sign up to participate in one of 5 groups, all of which meet weekly over 13 weeks. Each group contains about 20 people and meets in one of the rented spaces in Portland. Each group learns 5 songs together each week: 2 of these songs are learned by all of the groups, and 3 of these songs are specific to the 20-person weekly group. All groups perform a preview concert during week 10, a friends-and-family show at the end of week 12, and an encore show following week 13.

The philosophy of PDX Vox is to help singers develop a weekly singing practice, work as a team on challenging vocal arrangements, improve their vocal and music skills gradually, and build connections with other music lovers. Though PDX Vox is non-audition, we recommend that participants have some kind of group singing experience.

**About the Internship / Instructor-in-Training Program:**

PDX Vox is looking for an intern who has experience in a cappella singing and who has an interest in teaching an art form to a variety of experience levels. The intern will work with founding director Marie Schumacher to assist and co-teach in one of the five a cappella groups offered in PDX Vox this fall.

Responsibilities will include:

- leading the singers in vocal warm-ups
- teaching singers about basic vocal technique
- leading sectionals at weekly rehearsals
- conducting singing group on at least one song
- working with director to plan and teach simple choreography
- capturing PDX Vox moments on photo and video to share on social media
- assisting with administrative aspects of program: printing music, name badges, and other program materials
- sitting in on the other PDX Vox groups to observe all of the instructors in action
- meeting with founding director weekly, either in person or by phone
- (optional: arranging a song for the group)

**Timeline:**Dates for Semester:

- Wednesday northeast group: Sept 29th – Dec 20th, 7:00 – 9:00 pm.
- No class on Nov. 22nd.
- Location: Central Lutheran Church, 1820 NE 21<sup>st</sup> Ave., Portland.

Other Teaching Dates - required:

- Saturday, September 16th, 1:00 – 5:00 pm (all-group retreat)
- Sunday, November 5th, 4:00 – 6:00 pm (all-group rehearsal)
- Saturday or Sunday, December 16th, 3:00 – 5:00 (all-group performance)

**Qualifications:**Musical:

- Experience singing contemporary pop a cappella music and directing a cappella groups (rather than or in addition to traditional choirs)
- Solid foundation in vocal technique, music theory, vocal harmony
- Experience as a music performer – ideally as a band member
- Basic ability on piano
- Experience with vocal percussion a plus
- Ability to write a cappella arrangements a plus

Pedagogical / Interpersonal:

- Experience and skills in leading, directing and facilitating groups; ability to foster collaboration, fellowship and group spirit
- Ability to provide positive, supportive, and encouraging coaching to beginning and intermediate singers
- Ability to teach music using techniques that balance fun with musical progress and improvement
- Ability to respond to the needs to adult learners with a range of musical skills and experiences, and to target instruction to individual needs within a group setting

**Compensation:**

The intern / instructor-in-training will be paid a total of \$800 for the fall semester, which includes:

- planning meetings
- the 13 weeks of rehearsals
- the weekend events (the retreat, the mid-session rehearsal, the final performance, and the encore show)
- work time outside of rehearsals to plan for rehearsals and prepare materials

**To Apply:**

Send resume and cover letter, both in pdf form, to:  
Marie Schumacher, Founding Director, PDX Vox  
marie@pdxvox.com