



NATIONAL REPERTORY
orchestra

National Repertory Orchestra – Recording Engineer

Department: Operations
Office: Breckenridge – Seasonal
Location: Breckenridge, CO

Description: The Recording Engineer works directly with the Director of Operations and oversees and processes all recording aspects for the duration of the festival. The Recording Engineer is expected to work closely and effectively with the Director of Operations, Production Manager, Orchestra Manager, Music Librarian, Music Director, and CEO to ensure clear communication regarding recording order availabilities and recording needs among the staff and clear dissemination of information.

Duties and Responsibilities: Managing all aspects of the recording studio and office including but not limited to: operating and maintaining sound recording equipment, record all performances and dress rehearsals, compile and edit performance recording samplers for the needs of the NRO (including radio broadcasts, donor promotions, additional orders, grants), coordinate CD production, orders, and sales for all musicians, staff, guest artists, and board (includes collection of money, delivery and processing the orders), attending all production meetings as assigned, assist in all production efforts necessary for run-out performances, assist in transportation of all production equipment for run-outs, manage pre-season and post-season set-up and strike of all recording equipment, comply with the needs of the Riverwalk Center staff in terms of striking any unused recording equipment during non-NRO events, running multiple recording devices simultaneously is required to insure no lost performances, use of a duplicator is highly recommended when fulfilling CD orders, must be present at all performances, dress rehearsals, and special events as directed, required to submit a copy of each performance to multiple offices (including the Director of Operations, Music Director and CEO).

Qualifications: Previous orchestral recording engineering experience required. Knowledge of classical music is preferred. Must be able to work on an elevated structure (catwalk & genie lifts). Strong organizational skills required. Must be able to handle rush periods. Ability to read music and computer skills are required. Must be able to handle organizational and communication aspects of the position in a positive, professional, and timely manner. Must work well under pressure and is willing to take directions and requests from many people while being able to prioritize tasks. Above all, must have a positive attitude and be a team player.

Compensation: \$3,000 - \$3,400 (DOE), fully furnished housing, and weekly food stipend.

Duration: Arrive Monday, May 20 and begin work on Tuesday, May 21, 2019 – last work day Thursday August 1 and leave Breckenridge on Friday August 2, 2019.

Apply by Thursday, January 31, 2019: Send a cover letter, resume and a list of at least three references (include contact information and how you know them) to info@nromusic.com with "Recording Engineer" as the subject line.