

C.A.I. EVENT ORGANISER (3 Positions)

Experience would be necessary as you would need to compile a listing of possible venues based upon what they charge, and book a date and time of the event. You must also know how to promote an event well without the need to have famous or well-known musicians, as C.A.I. does not yet have the funding for celebrities. You will need to have experience and skills in Promoting Events and in “getting bottoms on seats”! You will want to make sure that the event is totally sold out in advance so few tickets will remain available at the door. It would be a bonus if you were also a musician yourself, because then you could take part in the charity fundraising concert event yourself as well!

Previous experience will definitely be necessary, as you will already have your own way of organising event venues, times and dates for performances and in promoting the event. You need an appreciation for many types of music from Rock-n-Roll to Classical, Country Western to Opera, Jazz to Barbershop, and Hillbilly to Opera music! You would need to know how to “build a concert programme” by choosing the right sort of music groups to take part in concert events, while still showing a diversity of differing genres of music, all in the right order. You must have an interest in the growth and development of the C.A.I. Project, and you need to be very charitable and willing to do whatever you can, to help with the growth and development of C.A.I.

If there are booking fees, these will be covered by C.A.I., although you should try to get costs down to a minimum (if any). You will be paid for each booking (this will be negotiable) as you would be working as a professional. This is not a position you need to be trained for, so you must know what you’re doing. You will need to be self-motivated, a very good communicator, able to keep in touch with the other Trustees regularly and keep them apprised of what you are doing, and to ask for help when and if any help is necessary. We hope Candidates will remain with C.A.I. permanently.

You will liaise with the Musicians’ Coordinator to get the music groups booked you will need for the event. You will also find the funding from the Sponsorship Secretaries to cover associated costs for each concert event. And you will have the help of Flier Distributors to canvass the entire areas where concerts are to be given, along with Stage Hands who will set up the venues for you. A Publicity Director will help to assist you in the promotion of any upcoming concert events. The Crowd Enthusers will also assist you in the success of the event by cheering, whistling, clapping and taking flash photography to increase the crowd excitement over the performances!