



Job Description

Tour Manager, The Academy Drum and Bugle Corps

The Academy is seeking Tour Managers for the upcoming 2022 season. Tour Managers will assist in the management of day-to-day operations of the drum corps. This is a paid position which requires travel with the drum corps between mid-May and early August. Full-Tour availability is preferred but shorter terms may be considered.

POSITION DETAILS:

- Tour Managers report directly to the Director of Operations.
- Each position is paid based on experience and time available.
- Work is primarily needed during the months of May through August

DESIRED QUALIFICATIONS:

- 25 years of age – minimum
- Must possess a valid U.S. driver's license and a clean driving record
- Must be a highly motivated, self-starter, organized, punctual, and flexible
- Must be able to respond to the demands of constantly changing environment, with the ability to prioritize
- Must proficient or able to adapt to Google products, Dropbox, Slack, MS Word & Excel
- Must have strong communication skills - written & verbal
- Must display a professional demeanor
- Must be a team player - able to collaborate and give/take direction
- Must have 2 years, minimum, of drum corps administration experience
- Must be physically fit - able to lift 40lbs and stand or walk for long periods