



UNITED STATES MARINE BAND • MARINE CHAMBER ORCHESTRA
Colonel Michael J. Colburn, Director

ANNOUNCES VACANCY FOR STAFF ARRANGER

“The President’s Own” United States Marine Band announces an opening for a staff arranger to join the music production team. Qualified candidates will be identified through a multi-round process culminating with interviews for selected finalists during the week beginning May 26, 2014 at Marine Barracks, Washington, D.C.

Founded in 1798, “The President’s Own” United States Marine Band is America’s oldest continuously active professional musical organization. The Marine Band’s primary mission is to provide music for the President of the United States; its musicians frequently perform at the White House in small ensembles, chamber orchestra, concert band, and as soloists. The Marine Band performs for a wide variety of commitments, to include public concerts, recording sessions, tours, chamber music recitals, military ceremonies, and state functions. Today’s Marine Band is composed of 154 of the nation’s finest musicians and support personnel. Those selected for the U.S. Marine Band are exempt from recruit training and are appointed to the rank of Staff Sergeant (E-6) under a contract “for duty with the U.S. Marine Band only.”

The Marine Band’s staff arrangers provide original arrangements as needed for the U.S. Marine Band, Marine Chamber Orchestra and various chamber ensembles formed from within the larger ensembles. These smaller ensembles include, but are not limited to brass quintet, woodwind quintet, string quartet and jazz band. Specific musical arrangements are required for many of the Marine Band’s performances at official ceremonies and special events throughout the Washington, D.C. area including many of the Marine Band’s commitments at the White House. Additionally, original Marine Band arrangements are frequently performed during concerts in the Washington, D.C. area and throughout the country during the band’s annual national concert tours.

Qualified candidates should have significant experience writing in a variety of musical styles for both concert band and orchestra. These styles include, but are not limited to martial, classical, jazz, pop/commercial and Broadway music. Thorough knowledge of the band, orchestra and jazz standard repertoire and mastery of characteristic forms, harmonization and orchestration of the above styles is essential. Qualified candidates must also be able to demonstrate the ability to produce professional quality work within specific stylistic and orchestration guidelines and occasionally under tight deadlines. Professional experience with music-writing software such as “Finale” or “Sibelius” is strongly preferred.

Application Procedure

Resume/Score Sample Round

Candidates should submit the following materials to the Operations Officer at the address listed at the end of this document:

- 1.) Completed Applicant Fact Sheet
- 2.) A current resume/Curriculum Vitae
- 3.) Three to five complete scores of original arrangements of existing music and/or transcriptions of orchestral works that demonstrate the range of your abilities. The samples should cover a variety of styles and genres and at least one score should be written for concert band and one for either symphony or chamber orchestra. These may include works arranged for solo instrument or voice with large ensemble accompaniment. Recordings of the sample works are appreciated but not required.

All materials must be sent via FedEx or UPS (not via the U.S. Postal Service) and must be received no later than March 14, 2014. Materials received after this date may not be considered.

Semifinal and final round

Based on the resume/score sample round, semifinalists will be identified and contacted by March 21, 2014. (Those not selected to advance to the semifinal round also will be notified.) Each semifinalist will be granted approximately four weeks to complete three brief arranging assignments to be determined that will be electronically submitted to the Marine Band for review.

Finalists will be invited to Washington, D.C. at the candidate's expense to participate in an interview, screening and reading of their work. These interviews will take place the week beginning May 26, 2014. Additionally, each finalist will be required to complete a final arrangement before their arrival in Washington. This assignment will be given approximately 72 hours prior to their scheduled interview day.

To submit an application or to obtain more information, please refer to the following:

Marine Band Operations
8th and I Streets, SE
Washington, DC 20003
Telephone: (202) 433-5714
Fax: (202) 433-4752
www.marineband.marines.mil
marineband.operations@usmc.mil