MVA Management Team

May 2025

Highlights for each position shown below; see full descriptions in “Management Team Job Descriptions” document.

Communications Coordinator

Co-Coordinators Leslie Tremblay & Beth Ducot

- Minutes at Management Team meetings

- Chorus newsletter

- External communications

Director

Co-Directors Sally Jeffery, Carol Smolenski

Events Coordinator

Co-Coordinators Kim Holland & Mary O’Laughlin

- Find people to be in charge of:

o Participation in regional events

o Competition arrangements

o Chorus events such as retreat, parties, show

Facilities Coordinator

Kate Ravenelle

- Liaison for rehearsal hall

- Alternate rehearsal spaces

- Risers

Finance Coordinator

Kathleen Rekart, advisor Chris Blaisdell, dues coordinator Michelle Dominijanni

- Budget & bill pay

- Chorus bookkeeping

- Bank accounts

- Collect dues

Marketing Coordinator

Co-Coordinators AC Kao & Darlene Welch

- Social media

- External web site

- Publicity

Membership Coordinator

Linda Green

- Recruitment/new members

- Members roster, retention

Performance Coordinator

Lisa Makus

- Performances:

o Find and book performances

o Work with director(s) to set up performances

Team Coordinator

Kate Roberts

- Coordinate team meetings

- Point of contact for region and international