



Job Title: Tour Manager

Organization: Troopers Drum and Bugle Corps

Location: On Tour (Nationwide)

Job Type: Seasonal

About Troopers Drum and Bugle Corps: Troopers Drum and Bugle Corps is a renowned organization dedicated to fostering excellence in the performing arts. With a history dating back to 1958, the corps is committed to providing young musicians with a transformative and enriching experience. We are seeking an experienced and highly organized Tour Manager to lead and coordinate all logistical aspects of our summer tour.

Position Overview: The Tour Manager at the Troopers Drum and Bugle Corps is a pivotal position responsible for overseeing and managing the smooth execution of the corps' summer tour. Reporting to the Corps Director, the Tour Manager supervises the driving fleet, handles housing arrangements, plans daily schedules, travel routes, and coordinates logistics related to show events and free days. Additionally, the Tour Manager is responsible for communicating logistical scheduling to the corps and can act as the Corps Director in their absence.

Key Responsibilities:

1. Logistics and Transportation:

- Supervise and manage the driving fleet, ensuring that all vehicles are in good working condition.
- Plan and coordinate transportation for corps members, staff, and equipment between tour locations.

2. Housing Management:

- Secure and manage housing arrangements for the corps during the summer tour, including schools, gymnasiums, and other facilities.
- Ensure housing facilities are clean, safe, well-maintained, and suitable for a top 10 world class drum corps.

3. Daily Scheduling:

- Create and manage daily schedules for rehearsals, performances, laundry days, and free days for corps members and staff.
- Coordinate with instructional and administrative staff to ensure a well-organized and efficient daily routine.

4. Travel Routes and Itinerary:

- Plan and optimize travel routes between tour locations, taking into consideration road conditions and traffic.
- Create a detailed tour itinerary, including show events, rehearsal schedules, and free days.

5. Show Event Coordination:



- Collaborate with show hosts, event venues, and competition organizers to coordinate the corps' participation in various performances and competitions.
 - Ensure that all equipment and personnel are on-site and ready for performances.
- 6. Logistical Communication:**
- Effectively communicate daily schedules, travel plans, and other logistical information to corps members and staff.
 - Act as the central point of contact for logistical inquiries and concerns.
 - Must be able to use software such as google sheets, google docs, the Master Tour app and other applicable technologies.
- 7. Act as Corps Director:**
- In the absence of the Corps Director, assume their responsibilities and decision-making authority to ensure the smooth operation of the corps.

Qualifications:

- Proven experience in tour management or a related role, with a strong understanding of logistics and event coordination.
- Excellent organizational and leadership skills.
- Strong communication and problem-solving abilities.
- Familiarity with the unique demands of drum and bugle corps tours is highly desirable.
- Availability for the entire duration of the summer tour is mandatory.

Benefits:

- Competitive compensation for the duration of the summer tour.
- Accommodation and meals provided during the tour.
- The opportunity to work with a dynamic and talented team in a highly respected organization.
- The chance to make a positive impact on the lives of young performers through effective tour management.

If you are an experienced and highly organized individual with a passion for managing the logistical aspects of a drum and bugle corps tour, we encourage you to apply for the Tour Manager position at Troopers Drum and Bugle Corps. Join us in providing an exceptional experience for our members and ensuring the success of our summer tour.

To apply, please submit your resume and a cover letter detailing your relevant experience and qualifications to the Corps Director at director@troopersdrumcorps.org and the Executive Director at m.gough@troopersdrumcorps.org.