
JAMES CACCIATORE

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SUMMARY OF QUALIFICATIONS

Problem solver with attention to detail and the ability to look at challenges in new and different ways. Strong written and verbal communication skills used in team building, mentoring, and presentations at all levels. Manage vocal music department budget and plan events, performances, and fundraising efforts.

SKILLS AND STRENGTHS

Planner	Team Builder	Coordinator
Motivator	Problem Solver	Attention to Detail
Budgeter	Creative Thinker	Communicator

PROFESSIONAL EXPERIENCE

ANKENY COMMUNITY SCHOOLS, Ankeny, IA 2006 – Present
Southview Middle School 2012 to Present

Director of Vocal Music

- Teach choral groups up to 85 students in grades 8-9, including voice lessons and production of vocal music concerts every 11 weeks.
- Plan, prepare, and produce a major fundraising performance effort to raise money to support the 8-9 Vocal Music program.
 - Revenue from a single fundraising show averages approximately \$4000.00.
- Plan events and build performance calendars for Vocal Music program for grades 8-9, voice lesson schedules/calendar for up to 175 students.
- Prepare students for auditions for the Iowa Opus Honor Choir, outside of school.
- Recommended, piloted and implemented the use of an Apple TV as an instructional tool in the rehearsal room across Ankeny schools.

Ankeny High School 2006 to 2012

Associate Director of Vocal Music

- Taught choral groups as large as 110 students as well as voice lessons to grades 10-12.
 - Curricular and extra-curricular choirs under my direction consistently earned Division I ratings and placed at or near the top of their class at contests and competitions.
 - Approximately 120 students successfully auditioned for the Iowa All-State Choir from 2006 through 2012.
- Worked collaboratively with staff and parents to plan, prepare, and produce two major fundraising performances to support the 10-12 Vocal Music program.
 - Total revenue from fundraising performances averaged approximately \$20,000.00.
- Introduced and implemented the use of Charms Office Assistant - a cloud-based organization, management and communication tool for high school music departments.
- Introduced and successfully implemented a new technique for teaching rhythm skills to the entire K-12 music students.

THE HORACE MANN COMPANIES, West Des Moines, IA 2002 to 2006

Account Representative

- Managed client accounts for Property & Casualty Insurance, Life Insurance, Long-Term Care Insurance, Retirement Annuities and 529 College Savings Plans.
- Planned, developed and implemented insurance, retirement planning and college savings planning seminars for prospective clients.
- Secured and held appointments with active clients for policy reviews and enhancements as well as prospective clients for product sales.

PROFESSIONAL EXPERIENCE (CONTINUED)

WINDSOR HEIGHTS LUTHERAN CHURCH, Windsor Heights, IA 1999 – Present

Director of Adult Church Choir

- Select and teach music for the choir of 25-30, to align with the Sunday services and readings.
- Coordinate with the church ministry staff to plan and implement the schedule for music ensembles at weekend services throughout the year.

WEST DES MOINES COMMUNITY SCHOOLS

Valley High School, West Des Moines, IA 1997-2002

Director of Vocal Music

- Managed vocal music curriculum and guiding philosophy for the West Des Moines Schools' Vocal Music Program, grades 7-12.
- Successfully lobbied for, and implemented, a change in the structure of choir offerings for high school students.
- Managed a budget of \$35,000 and fundraising necessary to support the extra-curricular Show Choir and Vocal Jazz Choir programs.
- Educated up to 120 students in choral groups as well as teaching individual voice lessons for students in grades 10-12.
 - Curricular and extra-curricular choral ensembles consistently received Division I ratings and finished at or near the top of their class in state and regional contests and competitions.
 - The Valley High School Music Department was honored as the first National Grammy Signature School by the Grammy Foundation in 1999.
 - The Varsity Vocal Jazz Choir was honored by receiving an invitation to perform at the Regional Convention of the National Music Educators Association in 2000.

EDUCATION

Master of Music, University of Illinois, Urbana, IL 1990

B.A. – Music, St. John's University, Collegeville, MN 1987

ADDITIONAL SKILLS

SOFTWARE FLUENCY

- Microsoft Word; Microsoft Excel; Microsoft Publisher; Microsoft PowerPoint
- Notability and Keynote for iPad
- Outlook