

Project description

Implementation of an efficient administration

The Bern Bach Choir has 130 active members and organizes two concerts a year. It is organized as an association, economically independent and self-responsible. The director is employed so that HR-relevant topics are also of great importance.

I have voluntary responsibility for the financial, administrative and HR areas.

Designing efficient board work, aligning accounting with key figures, and making concert budgeting more reliable were the goals of my involvement. The initially critical economic situation could be significantly improved as a result.

I took appropriate measures, such as short-time work, to cushion the financial effects of the Corona crisis.

Objectives and key figures



- ✓ ERP system evaluated, set up and implemented
- ✓ Reliable budgeting for concerts introduced
- ✓ Reduction of debt by 30% within one year
- ✓ Successfully applied short-time work
- ✓ Meaningful chart of accounts created
- ✓ Debt collection (ticket sales) efficiently set



July 2017 - Today



Annual sales 500'000 CHF



Working with five people on the board



Culture

Testimonial

“One of the basic requirements for the success of the Berner Bach Choir is the solid and healthy economic basis of the association. Working with world-famous soloists and first-class orchestras places high demands on the financing of concerts.

As the head of the “Finance” department, Mr. Müller-Siebert performs his task as a consultant in all financial matters and as a co-decision-making member of the management board in a fully, professionally competent, and responsible manner. He also asks the important unpleasant questions, brings in ideas and leads them to a common consensus.”

Markus Rindlisbacher, President - Berner Bach Choir

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