
PUCS Audition Guidelines

5th January 1999

Intent

This document aims to provide guidelines to the auditioning choristers for solo and semi-chorus parts in PUCS. The intent of these guidelines is to make the process open and fair to all members, as well as being workable.

It should be noted that sometimes special circumstances make it difficult to follow these guidelines. In such cases, the spirit of these guidelines should be adhered to as much as possible.

Guidelines

General

1. Solo and Semi-Chorus parts in PUCS concerts shall be awarded by audition, except where these guidelines permit otherwise.
2. Audition shall be awarded on the basis of the suitability of the person for the part being auditioned.
3. Auditions shall be open to all members of PUCS.
4. Where a solo or semi-chorus part requires a professional standard of performance, the committee may resolve to appoint an individual for this part. Such parts may be awarded by any means deemed appropriate by the committee. (This covers cases for hiring of professional soloists etc).
5. Reasonable steps shall be taken to ensure these guidelines are accessible to choir members. This includes all committee members holding copies in their files, and the guidelines being present at auditions.
6. It shall be the duty of the concert manager, in consultation with the president, to ensure that these guidelines are implemented for each rehearsal series.

The Audition Panel

7. Auditions shall be awarded by a panel of two to three people. Subject to their availability to attend, the panel shall include the conductor and assistant conductor. Other panel members shall be appointed subject to committee approval.
8. Parts shall be awarded by joint decision of the panel. This decision shall be final.
9. All auditions shall be "closed door". During an audition, only the audition panel and the person auditioning shall be admitted to the room unless the person auditioning specifically requests otherwise.
10. A person auditioning for a part may not sit on the audition panel for that audition.

Timing

11. As a guide, the date for auditions should be decided upon as early as possible, preferably before the rehearsal series commences.
12. Auditions should be conducted at a minimum of 5 weeks prior to a concert. (It is important that auditions are not conducted too close to a concert. In the final weeks before a concert, rehearsals often run longer and thus all parties involved may be tired or otherwise agitated. It is also important that persons awarded parts have sufficient time to rehearse their part with the choir.)
13. It may be necessary to change the audition date for the convenience of the audition panel or at the request of a large number of people wishing to audition. This shall only be allowed in exceptional circumstances.
14. Should a large number of parts be available for audition, the panel may elect to hold the auditions in multiple sessions. In such cases, notice of which parts are awarded at each session should be made clear **prior** to the sessions.

Notice of Auditions

It is important that PUCS members have adequate notice of auditions such that they have time to prepare for, and can organise their attendance at auditions.

15. Solo and Semi-Chorus parts in a concert shall be announced as soon as is practical in each rehearsal series by the conductor or assistant conductor. This announcement should be made at at least two consecutive rehearsals. At a minimum, three weeks notice should be given before auditions.
16. Such announcements should include details of the parts available for audition (ie movements, page numbers, eligible voice parts, etc). Ideally, this information should be made available in writing to the choir, through PUCS' magazine Dischord or by other means.

Assistance

People with musical training/experience who are willing to assist choir members prepare for auditions shall be identified by the conductor or assistant conductor and announced to the choir. It will be the responsibility of choir members to arrange preparations with these people.

Special Circumstances

17. It may be necessary for some leeway for special events eg The University Sunday Service, small community concerts, or late resignation of awardees. If necessary in such circumstances, parts may be awarded by the conductor, or through general agreement within voice sections. Where permitting, as many aspects of these guidelines should be followed. It should be clear to members the reasons why the audition guidelines cannot be completely followed.

History

This document is a re-work of a draft auditions policy prepared by Rob Burns with the input of the 1997/8 PUCS committee in early 1998. This document was prepared by Chris Loader, December 1998, and approved by the PUCS Committee on January 5th, 1999.