



## INFORMATION FOR MEMBERS - PLEASE RETAIN THIS PAGE FOR FUTURE REFERENCE

### Are you passionate about choral singing? Do you want to be part of quality performances?

Welcome to the Newcastle University Choir Inc. We hope your stay with us will be both pleasurable and beneficial to you. NUC is a non-auditioned community-based choir, open to all who love to sing. Our core business is quality choral music, and a feature of our work is collaboration with local musical groups including choirs, bands and orchestras. Our concert repertoire selection spans a wide range of styles and tastes to appeal to both choristers and audiences.

### Our commitment is to work together to present performances of outstanding quality to Hunter/Newcastle audiences.

You need to:

- be able to sing in tune (practice helps)
- actively listen to and follow the directions of the Artistic Director (AD)/Conductor during rehearsals
- commit to regular attendance at rehearsals
- contribute to, and support, the decisions of the committee
- show respectful and appropriate behavior to others involved in NUC and its activities and to not act in a way that will bring disrepute to NUC
- keep yourself informed about rehearsals and other requirements via our email group, newsletters and social media (website - [www.newcastleuniversitychoir.org](http://www.newcastleuniversitychoir.org); Facebook).

**Covid 19:** NUC policy is to support the health and safety of members and those who work with us. Members should follow NSW Health recommendations in place for response to a positive diagnosis of Covid 19 (test, isolate, treatment).

NUC asks members to notify a committee member as quickly as possible if they receive a positive diagnosis of Covid 19 when they may have been infectious at a rehearsal or performance. The Committee will advise the choir so they may take appropriate action (monitor symptoms, take a test, isolate).

Face masks may be worn at choir activities. This policy may change over time.

#### Management:

The choir is managed by a committee of volunteers, elected annually. Together we look after the publicity/marketing, ticketing, program compilation, member support, finances, concert management and music library. The AD is an ex-officio member of the committee. The committee would love to have your skills and support.

We strive to have members well informed and engaged in decision making for the choir. Information is shared via announcements at rehearsal, group email, the website, Cacophony and Facebook. We welcome suggestions to a committee member or via the suggestion box. We do not promote other organisations or events at rehearsal, but this may be possible in the newsletter.

#### Communication:

The choir uses Google Groups to communicate important information to members. Your email address is used to include you in the Google group. If you have a Gmail address you will be admitted to Google Groups automatically. However, if you use another email provider you should receive an invitation from Google to join the group. You must accept this invitation to be admitted. If you do not receive the invitation within a week of enrolment, ***please look in your Junk Mail***. If you still cannot find the invitation, please tell your section leader or Ross Newman at the next rehearsal. Any messages from the choir will usually begin with **NUC** in the Subject so you will know it is genuine.

Please follow rehearsal etiquette by carefully attending to the AD and keeping conversation for the break times. Bring a soft lead pencil and mark up the AD's requirements in your score. Each section (Soprano, Alto, Tenor, Bass) has a section leader who can help with welcoming new members. Please do not question the musical decisions or directions of the AD at rehearsal. Do this through the section leader or a committee member at the break or after rehearsal.

#### Rehearsal Nights and Times:

The choir meets at the University on Monday evenings from 7pm to 9.30pm. The rehearsal schedule is provided early in the year. Venues may change from time to time and this information will be provided via the email group and social media as possible.



### **Concerts:**

The choir will usually present 3 concerts during the year. Other performance opportunities may arise from time to time, connected to a specific event. It is anticipated that members will perform in all concerts. Dates and repertoire will be announced at the beginning of each year when known.

### **Musical Scores:**

All music scores are hired to choir members. Cost of hire is included in fees. Music must be kept in good condition and returned directly after each concert. Markings must be in soft lead pencil and erased before returning. Loss of music will incur a charge, as the choir is charged for late return of any music we have hired from other sources.

### **Attendance:**

Choristers must attend 75% of all rehearsals for each concert to be eligible to sing in that concert, including the last 3 Monday rehearsals and the Saturday prior to the concert. If you do not meet this requirement you may not be able to sing in that concert. This is to ensure quality of performance as the AD will have given specific instructions about the work and his interpretation during rehearsals. This decision is at the discretion of the committee, in consultation with the AD.

New enrolments will not be accepted after week 5 of a rehearsal period, being deferred until the next rehearsal period commences. Please ensure that your name is on the roll and sign this each week you attend. The roll is used to confirm performance eligibility and insurance cover for choristers.

**Fees: All fees are non-refundable. If you are experiencing difficulty paying by the due date, please speak to a committee member or the Treasurer.**

- A joining fee of \$1 applies for all new members.
- Payment per term (3 terms) \$75 full/\$40 students and under 25s
- **Upfront payment at the beginning of the year for 3 terms discount rate \$150 full/\$75 student**
- Fees must be paid by week 4 of commencement.
- You must be a financial member of the choir to sing in concerts. Fees cover insurance for the rehearsals and choir activities
- Life members are exempt from fees.

### **Follow the instructions on the on-line enrolment form to enrol and pay.**

If you need further fees information, contact the choir's Treasurer, Sandra via [christie.sandra@gmail.com](mailto:christie.sandra@gmail.com).

### **Concert Uniform:**

Women:

- Black calf or full-length dress or skirt & top, with at least elbow length sleeves
- Black full-length trousers & top, with at least elbow length sleeves
- Black stockings or socks. No skin-coloured stockings or bare legs please
- Black shoes with closed toes.

Men:

- Black long-sleeved shirt (no jacket or tie), black trousers, black shoes and socks.

### **Privacy:**

It is your responsibility to inform the Committee if you don't want your photograph/name to appear in promotional material or programs. Unfortunately, we cannot always control casual photos/videos taken on phones and shown on social media.

**Ways you can help:** Join the committee at the AGM; help set up/pack up the rehearsal room; help with jobs on dress rehearsals and concert day; bake for afternoon teas; make suggestions for repertoire/organisation/activities via the suggestion box; sponsor/get sponsors for part/all of a concert.