

## Personnel Policies



### ***Participation and Seating***

By accepting membership in the Southern Indiana Wind Ensemble, a player is making a commitment to attend every rehearsal and performance as stated in the schedule and is responsible for preparing his or her part. Seating is based on audition and invitation, and is subject to rotation by the music director. Membership is normally offered for the full concert season. Participants are appointed, however, on a per-concert basis.

### ***Auditions***

Auditions for vacant positions will be scheduled before the first fall rehearsal and at other times as needed. Prospective participants, including those interested in serving as substitutes, will normally play for a panel including at least the music director and the personnel manager. Audition literature will generally consist of excerpts from pieces scheduled for the upcoming season.

### ***Attendance***

Members are expected to attend all rehearsals leading up to a concert. **Notice must be provided to the personnel director in advance if a conflict arises.** It is the responsibility of the musician to find a substitute for the rehearsal from a list of substitutes maintained by the personnel director. Failure to notify the personnel director of an emergency absence or unexcused or excessive absences may result in the release of the musician from the ensemble.

### ***Performance Agreements***

All performance agreements must be completed and returned to the personnel manager by the stated deadline (normally two weeks prior to the first rehearsal) and are considered binding. No musician may perform without a completed contract.

### ***Membership Dues***

Membership dues are \$30 per year (\$20 for full-time students). The full amount is payable by anyone who will perform in at least half of the year's scheduled concerts. Dues for members who will participate in one concert are \$15 (\$10 for full-time students). Substitutes appointed after the first rehearsal for a concert are not required to pay dues. A \$5 reduction in dues will be applied if 5 names and emails are provided for our mailing list.

### ***Concert Attire***

Musicians are expected to dress appropriately for all concerts. Concert dress includes a black dress pants/slacks or skirt (which must be past the knee when seated) and a black dress shirt/blouse (or black dress). Black shoes and (if worn) socks.

### ***Food and Drink***

Tri-North Middle School prohibits food and beverage in the band room. Covered water is acceptable during rehearsals.

### ***Music***

Music is loaned to participants with the expectation that it will be returned in the form that it was issued. Any markings must be done lightly in pencil and must be erased upon return of the music. The musician is responsible for replacement cost for lost or damaged music.