



Choir Member's Handbook

Welcome

Welcome to the Adelaide Male Voice Choir Inc, a choir committed to excellence in the performance of choral Music. It is a choir which has a proud history of doing that.

This handbook is intended to help you understand the nature of this commitment, and the part you play in achieving and maintaining this aim.

Our membership is indeed very diverse, representing as it does men from different ethnic and educational backgrounds, occupations and age groups. This in itself gives us the opportunity to learn from and share with one another.

As a member of the AMVC it is expected that you will make a commitment to achieve and further its goal by ensuring you put in the effort to attend rehearsals, master your part in each and every score presented and take an active part in scheduled concerts.

We hope that your association with the Adelaide Male Voice Choir will be long, enjoyable and rewarding.

Motto

Celebrating Choral Excellence

Brief History of the AMVC

This choir has been performing continuously to the people of South Australia and beyond since 1884.

During this time our state, and the members of the choir have been through periods of prosperity, wars and economic hard times. Through all such times the choir has continued to take up the challenge of providing music of choral excellence to its audiences.

More information about the Choir's history is available from our website: www.amvc.org.au

Artistic and Administrative Matters:

The **Music Director (Conductor)** is responsible for the selection, preparation and performance of chosen repertoire.

The **Assistant Conductor** works with the Music Director in all matters relating to the preparation and performance of the choir, including conducting rehearsals and concerts when necessary.

The **Committee** consists of choir members elected from the body of the choir at the Annual General Meeting. The group is responsible for the non-musical aspects of the AMVC including, but not limited to; attendance, library, concert attire, budget and the general oversight of membership policies.

The Music Director is a member of the Committee.

Sectional Leaders are elected from, and represent the members of the First Tenors, Second Tenors, Baritones and Bass sections of the choir. Your Section Leader is your first point of contact for any queries you may have. He is, for example the first person you should contact should you be unable to attend a rehearsal or more importantly you are unable to attend a concert. He will inform the Music Director as soon as possible as your absence could affect the repertoire for that occasion. In the case of illness, you should endeavour to ensure that he knows so that he can inform the Almoner.

Auditions:

1. No specially prepared piece is required.
2. Informal auditions are conducted by the Music Director who assigns prospective members to the appropriate section.

Communication:

1. Repertoire and concert dates and Concert Programs are distributed and updated regularly.
2. Verbal updates and reminders are given at rehearsals by the Music Director, the President or other members by arrangement with the President or Music Director.
3. Important reminders are emailed to members by the Secretary regularly after rehearsals.
4. *In Harmony*, the official choir newsletter, is published and distributed to choir members and Friends of the Choir.
5. Email is used to remind members and Friends of concerts and social activities.
6. In case of emergency your Section Leader is the person who will contact you.

Concert Uniform:

1. Two piece black suit
2. White shirt with embroidered A.M.V.C. logo above pocket on left hand side
3. AMVC ties (long or bow are purchased from the Uniform Officer)
4. Black dress shoes, black socks, black belt and white braces (if needed)
5. AMVC polo top (to be worn on tour, workshops with other choirs)
6. The AMVC hat with approved hat band is worn at special out of doors functions.

The Uniform Officer will discuss with you the matter of the purchase of white shirt and arrangements for the embroidering of concert uniform shirt, polo shirt and hat band

You will be informed prior to a concert which tie is to be worn.

Fees

1. The annual dues are determined at the AGM. The year is from January to end of December, and is split into two seasons, with a mid-winter break of about 5-6 weeks. Members may elect to pay the annual dues, in two halves, each at the beginning of the Season, (men joining the choir from mid-year pay half this fee).
2. A small charge is made for tea and coffee served during the mid-rehearsal break.

Friends of the A.M.V.C.

This group of supporters receive a copy of *In Harmony* and updates of concerts and social events by email.

On request, a printed copy of *In Harmony* will be sent by regular post.

Partner Involvement:

Our partners are a most important part of our choir. Without their active support we would not be able to achieve as much as we do.

They offer assistance with front of house duties at OUR concerts. They also provide and assist with the provision, preparation and distribution of afternoon tea at OUR concerts.

Partners are issued with a Partners Card which entitles them to special reduced entry prices to OUR concerts, with the proviso that they have provided contributions to our afternoon teas.

The Partners Card, does not entitle holder to special concession prices at concerts where the AMVC is a guest/co-performer.

Rehearsals:

1. It is anticipated that you will attend weekly practices. If you are unable to attend a practice you should make it a matter of course to inform the Music Director through your sectional leader.
2. Rehearsals are held on Monday evenings from 7.45pm (prompt) to 9.45pm in the hall of the Immanuel Lutheran Church, 139 Archer Street North Adelaide.
3. After audition, a new member is assigned to one of First Tenor, Second Tenor, Baritone or Bass section.
4. Attendance is recorded for all rehearsals and performances. If you are going to be absent please inform your Section Leader.
5. Any member who wishes to take a leave of absence should inform his Section Leader, the President and Music Director.
6. There is a refreshment break midway through rehearsal, after which there is time set aside to update members with matters of interest and/or importance. If you have matters you wish to bring to the member's attention please inform the President during the break.
7. Music for more than one performance can be expected to be rehearsed at any rehearsal.

IMPORTANT NOTICE ABOUT MUSICAL SCORES

All music is the property of the A.M.V.C. It must be returned to the Librarian when requested or you leave the choir. It should not, under any circumstance, be lent, copied or given to any other choir except with the express permission of the Music Director

Performances:

ADVERTISING PERFORMANCES

Prior to each performance advertising material is made available to each member to distribute in appropriate areas. It is expected that members will advertise the concerts in as many ways as possible, e.g. poster distribution, email, Facebook etc.

BEFORE THE PERFORMANCE

1. ENSURE YOU KNOW THE MUSIC WE WILL BE PERFORMING.
2. MAKE SURE your music is in CORRECT PERFORMANCE ORDER before entering the performance area
3. Use the official maroon concert folder ...Please ensure that the clips are secure and not likely to open involuntarily during a performance. (Should you need a new folder please see the Uniform Officer.).
4. Make sure you are wearing the correct uniform for the event. You will be reminded at the final rehearsal (and on the program sheet) which is the appropriate tie for the occasion... Should you be absent from that rehearsal make it your business to find out which tie is required.
5. Arrive at concert venue in plenty of time to ensure that you and your mind set are fully prepared for giving of your best.

PERFORMANCE ITSELF:

1. Remember that you are a member of and represent not only yourself but also the Adelaide Male Voice Choir, a choir with a proud heritage, and that any performance begins the moment you enter the performance area. This means you do not draw attention to yourself.
2. WHEN ENTERING OR EXITING THE PERFORMANCE AREA. Hold your music in your LEFT hand by your side.
3. On reaching your performance position make sure you are comfortable, able to see the Conductor clearly and close enough to your neighbour to ensure correct harmonies.
4. On the signal from Conductor lift and open your folder. Remember to hold it in such a position that the Conductor and audience can see your face and not just the top of your head.
5. At the end of each work FREEZE until you are released by the Conductor who will indicate when to close and lower your music.
6. **Remember it is your task to help ensure that the audience, the conductor, accompanist and you enjoy the performance.**

Who's Who

Music Staff

Music Director: William (Bill) Shaw O.A.M.

Assistant Conductor: Colin Campbell

Accompanist: Edward (Ed) Kriek.

Assistant Accompanist: Alex Burney

Committee

President: John Wilksch

Vice President; David Turner

Secretary; George Willcox

Treasurer: David Burney

John Arnold (Uniform matters)

Selwyn Lipscombe (Choir Marshall)

Geoff Syme (reports to the Committee re Librarian's matters)

Officers

Almoner: Colin Styles

Librarian: Terry Helbig

Public Relations/ Publicity: **(Vacant)**

Webmaster: Peter Schulze

Membership: Terry Helbig