



## **Member Policies**

### **A Basis for Harmony!**

**PMAZ MISSION STATEMENT:** PMAZ enriches lives in the Greater Phoenix area, with focus on the North Valley, through innovative, joint performances of its multigenerational Chorale and Orchestra.

### **Welcome**

Thank you for choosing to accept a position in an ensemble of PMAZ. Your commitment to the Chorale and/or Orchestra is deeply appreciated. These policies have been developed to clarify expectations and promote harmony in our organization. If you have questions or concerns, contact the Membership Team Leader.

### **Auditions**

Auditions are required for anyone who wishes to pursue membership in PMAZ. Members who take a leave of absence from the organization may be asked to participate in a re-audition process.

### **The Concert Season**

The concert season normally runs from August through May with four concerts of two to three performances each. Participation in all scheduled concert performances is an expected commitment by all members. Outreach concerts, such as parades, caroling, etc., will usually be on a volunteer basis.

### **Membership Dues**

The Board of Directors establishes membership dues each year that are payable before or at the member's **first** rehearsal.

Dues are annual and are not prorated with one exception: Any *new* member that joins after January 1 will be assessed 50% annual dues for his/her first season. Former members rejoining will pay the full dues regardless of when they rejoin.

**Please note:** Members will not receive any music until membership dues are paid.

## Volunteer Assistance

PMAZ is a volunteer organization, and we need the time and talent of many volunteers to run smoothly. Members complete a volunteer form with their annual membership application to identify where their interests and abilities lie.

## Rehearsals

Having everyone attend rehearsals is critical to creating quality concert performances. Attending rehearsals is the only way you will receive the Director's instructions regarding musical markings, musical interpretation, intonation, entrances and cutoffs, and ensemble balance, etc.

### Rehearsal Locations:

- **CHORALE:** Regular rehearsals are held at All Saints Lutheran Church, 15649 N. 7<sup>th</sup> Street, Phoenix 85022.
- **ORCHESTRA:** Regular rehearsals are held at All Saints Lutheran Church, 15649 N. 7<sup>th</sup> Street, Phoenix 85022.

Rehearsals may be held at alternate locations. Rehearsal schedules are provided for each member of the Chorale and Orchestra.

Please **arrive EARLY** as rehearsals will begin promptly at a designated time, and you are expected to be in place and ready to rehearse at that time.

In general, rehearsal dates and times are:

- CHORALE Rehearsal Mondays from 7:00 p.m. – 9:00 p.m.  
Sectional from 9:00 p.m. – 9:30 p.m.
- ORCHESTRA Rehearsal Tuesdays from 7:15 p.m. – 9:00 p.m.

**Attendance** at rehearsals is expected; but we realize that occasionally sickness, work, or family obligations might interfere. Contact your **Attendance Coordinator** if you are going to be absent **BEFORE** any scheduled rehearsal. Arrange to get your music to rehearsal if you share a part.

The following are reasons for possible dismissal from the ensemble or ineligibility for performance at the upcoming concert:

- General lack of participation, excessive absences, or tardiness
- Members who miss more than two (2) rehearsals in preparation for the upcoming concert will be ineligible to perform without the permission of the Artistic staff.
  - To obtain that permission, the Artistic staff may require an “assessment” of the concert music to determine the member’s readiness to perform.
- Failure to attend two of the *final*/three rehearsals before a given concert will result in ineligibility to perform without the permission of Artistic staff.

## Performances

Attendance at dress/tech rehearsals, sound checks, and all performances of a given concert is considered mandatory. Being *on time* to these events is *critical*. Members of the Chorale and Orchestra are not normally expected to be in concert attire during dress rehearsals. Members are expected to participate in *all performances* of a concert unless an extreme emergency occurs.

## Concert Attire

Members purchase and maintain their own concert attire. The Membership Committee provides new members with purchasing information. Required concert attire is as follows:

### FORMAL

#### CHORALE

- Notched lapel, single-breasted tuxedo with white wing tip collar shirt, black cummerbund and black bowtie
- Black socks
- Black shoes

Jewelry: wedding and/or simple rings and a simple wristwatch. PMAZ pins may be worn.

#### or

- Long, black, sleeveless Georgette Dress (approved special purchase) or wide-leg black palazzo pants with sleeveless black shell (approved special purchase)
- Approved jacket (special purchase)
- Black closed-toe shoes

Jewelry: wedding and/or simple rings (no more than 2 rings); black and crystal drop earrings provided by PMAZ; a simple wristwatch (no bracelets or large earrings). PMAZ pins/necklaces may be worn.

#### ORCHESTRA

- Black suit or tuxedo with white shirt
- Black tie
- Black socks
- Black shoes

Jewelry: wedding and/or simple rings and a simple wristwatch. PMAZ pins may be worn.

#### or

- Black, **ankle-length** dress with any length sleeve (no sleeveless)
- OR
- Black, **ankle-length** slacks/skirt (no jeans, denim, chinos or capris)
- Black top with any length sleeves (no sleeveless)
- Black closed-toe shoes

Jewelry: wedding and/or simple rings (no more than 2 rings); simple stud earrings; a simple wristwatch (no bracelets or large earrings). PMAZ pins/necklaces may be worn.

**Informal** attire will be determined on a case-by-case basis.

## Member Decorum

Please observe the following:

- Be prompt, bring your music, and be prepared.
- Contact your Ensemble Manager/Principle if you are going to be absent.
- Take care of your music: use pencil only for annotations.
- Cell phones and other electronic devices are to be used for recording purposes only.
- In consideration of those members with asthma and allergies, please wear **no** perfume/aftershave/scented hairspray to rehearsals, dress rehearsals, or concerts.
- No gum or food: water only.
- Please respect the conductor by not chatting during rehearsal.
- Respect each other's property and instruments.

Use of drugs, alcohol, profanity and disregard for facility rules and restrictions (such as a "no smoking" policy on school or church campuses) are never tolerated and would be reason for dismissal.

## Pin Award Process

10 semesters earns a 5-year pin

20 semesters earns a 10-year award (White stone is added to pin)

30 semesters earns a 15-year award (Blue stone is added to pin)

How does a member earn a semester of credit?

A concert season contains two semesters: Fall & Spring. To earn a semester's credit, a member needs to perform in *all performances* of one of the two semester concerts.

## Privacy Statement

PMAZ maintains a database of current and past members' contact information that includes each member's address, phone number, and email address. This information is critical to the proper functioning of the organization. The list is also used to ensure effective communication with the members via email, phone, or snail mail. We understand that you have entrusted us with your contact information.

In order to protect the security and confidentiality of this contact information:

- Members are not to use any contact information to solicit charitable or political contributions or personal business connections.
- Members are not to share the list with nonmembers for any reason.
- Members are not to add other members to their broadcast email list without their permission.