

Music for Canberra Audition Policy, 2022

- 1.1 Music for Canberra (MfC) is committed to making its programs available to all young musicians based on individual merit and maintains a system that ensures no individual candidate is disadvantaged by MfC's audition and selection process.
- 2.1 The Chief Executive Officer (CEO) and/or the Artistic Director is accountable for maintaining a fair and transparent process when auditioning and selecting participants, and ensuring that all MfC staff and audition panel members understand and abide by this Orchestral Stream Audition Policy. This is to ensure the ongoing integrity and fairness of access to MfC programs.
- 3.1 This policy applies to the MfC Orchestral Stream (excluding Camerata Strings) and other programs and special projects that may be available from time to time and that would usually require candidates to be auditioned.
- 4.1 For the purpose of this policy:
 - a. "AMEB" means the Australian Music Examinations Board. MfC notes that some candidates may have training via other boards and musical curricular.
 - b. "Artistic Leadership Team" means members of MfC staff managing the artistic aspects of MfC programs, including but not limited to the Artistic Director, Programs Manager or similar positions in place from time to time. When such positions are not currently filled, the duties shall be fulfilled by another member of the Artistic Leadership Team or with staff or guests as designated by the CEO.
 - c. "Audition Panel" means the panel of auditioners chosen from Ensemble Conductors, the Artistic Director or other members of the Artistic Leadership Team together with professional musicians or educators who are independent of and do not have direct responsibility to MfC. Such panel will consist of an odd number of no less than three members.
 - d. "Ensemble Conductor" means a conductor charged with leading one of the ensembles in the MfC Orchestral Stream and may include a candidate to be a conductor of one of the Ensembles.
 - e. "Orchestral Stream" means programs offered by MfC that form part of a progression structure within MfC's offerings focused on learning and performing in classical ensembles and orchestras. When this policy was approved, the specific programs included, but were not limited to, the String Ensemble, Sinfonietta Strings, Peg Mantle Strings, James McCusker Orchestra and Canberra Youth Orchestra (hereinafter, "Ensembles").
 - f. "Placement" means the group and stream recommended for the candidate to join including where relevant, that candidate's seating placement in an Orchestral Stream.
- 5.1 At the conclusion of each year, all positions in MfC's Orchestral Stream will be declared vacant. All students wishing to continue in the Orchestral Stream will be required to reaudition.
- 5.2 Auditions will be conducted for all candidates wishing to participate in MfC's Orchestral Stream. MfC, at its discretion, may also select students to participate in outreach or special projects by invitation.

- 5.3 Candidates shall apply either online or directly to the MfC office and pay the relevant Audition Fee.
 - 5.4 Candidates must supply an AMEB report or equivalent letter of referral of AMEB standards in the application for audition. The relevant AMEB standard or equivalent for the respective ensemble and or orchestra is provided in Appendix A.
 - 5.5 The Audition Fee is required to be paid before the audition takes place. It is nonrefundable.
 - 5.6 Auditions will be conducted by an Audition Panel.
 - 5.7 Each member of the Audition Panel and MfC staff member involved in the audition and selection process is required to manage any actual, potential, or perceived conflict of interest when performing their role in the audition and selection process. Accordingly, members of the Audition Panel and staff members are expected to notify MfC's CEO of any actual, potential, or perceived conflict with any candidate as soon as they are aware of the conflict, which shall be recorded in MfC's conflict of interest register. This includes but is not limited to disclosing if he or she is a current or former teacher of the candidate, has assisted the candidate in any capacity, or is aware of any circumstances that could raise a conflict of interest whether actual, potential, or perceived. Where a conflict is declared this must be managed appropriately so the Audition Panel's recommended position and selection of the candidate is fair and transparent. Members of the Audition Panel are required to show no bias towards or against any applicants.
 - 5.8 The Audition Panel will assess each player in the section for which the candidate has applied and make a recommendation for placement in one of MfC's Ensembles.
 - 5.9 The Audition Panel's recommendations will be based on audition performance and prior program involvement as appropriate.
 - 5.10 All audition-related information, including requirements, Audition Fee, deadlines and application procedures will be published on the MfC's website and are subject to annual review.
 - 5.11 Audition requirements may be adjusted by MfC to suit the needs of the Ensemble, program or project.
 - 5.12 Candidates may be required to prepare own-choice items of a contrasting nature, technical work, and sight-reading, of the appropriate level, as well as set works or audition excerpts, where MfC deems it appropriate.
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- 6.1 Late auditions may be conducted by MfC, only where a specific vacancy exists or where additional program participants are required.
 - 6.2 Applicants who apply for the Orchestral Stream after the main round closing date, or applicants who are unable to audition in the main round may be offered the chance to audition as part of a late round of auditions only when appropriate vacancies exist after the main round of auditions have concluded.
 - 6.3 Late auditions may be conducted before or after a scheduled Ensemble rehearsal, or other appropriate event, by the relevant Ensemble Conductor or an appropriate instrumental specialist.
 - 6.4 To maintain consistency, candidates undertaking a late audition will be required to prepare the same materials and, where relevant, perform the same set works/audition excerpts as those candidates who participated in the main audition rounds.
 - 6.5 At its discretion, MfC may elect to alter these audition requirements to suit the preparation timeframe available to the applicant, the Audition Panel or Ensemble Conductor.
 - 6.6 MfC may actively seek individual members, on the recommendation of an Ensemble Conductor or other MfC artistic personnel, to address instrumental gaps in Ensembles. In these instances, the Ensemble Conductor or other member of the Artistic Leadership Team has the discretion to waive the requirement for an audition.

- 7.1 Selected MfC programs or Ensembles may require standardised set works or audition excerpts to be performed by candidates at the audition. When required, a summary of such details will be published on the MfC website and/or upon application so all candidates are aware of any such requirements at the time of application.
 - 7.2 For programs that require set works/audition excerpts, the materials will be selected by Ensemble Conductors.
 - 7.3 All persons involved in the selection and preparation of the set works/audition excerpts are required to keep their knowledge of the materials strictly confidential prior to the official release date and time.
 - 7.4 Set work/audition excerpts will be made available to all applicants via download from the MfC website on the date advertised on the website.
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- 8.1 The Audition Panel is responsible for recommendations after collating and comparing the candidates' performances, and determining Placement offers.
 - 8.2 Prior participation in the MfC Programs may be considered when determining Ensemble position offers.
 - 8.3 Ensemble position offers will be sent from MfC via email no later than the deadline advertised on the website.
 - 8.4 Members of the Audition Panel cannot and must not communicate any audition observations, assessments, or recommendations to any individual. Feedback can be provided to applicants in special circumstances. To request feedback, the candidate or the candidate's parent or guardian may send such request by email to info@musicforcanberra.org.au. Such email will then be forwarded to the members of the Audition Panel who will determine if they will provide feedback. The provision of feedback will be at the discretion of the Audition Panel in consultation with the Programs Manager, the Artistic Director and/or CEO.
 - 8.5 Based on audition results and Ensemble of choice, MfC at its discretion may choose to offer a position or make a 'no offer' where a candidate has been unsuccessful in auditioning for their chosen Ensemble/program.
 - 8.6 Where a candidate has been unsuccessful in auditioning for their chosen Ensemble/program, MfC may choose, at its discretion, to offer the candidate an alternative Placement in another Ensemble and/or a 'reserve' Placement in the candidate's chosen Ensemble/program.

Appendix A

MfC targets the following AMEB standards or equivalent for the following Ensembles, but it will be at the Audition Panel's discretion to determine any leeway in such standards from time to time:

ENSEMBLE	Violin	Viola	Cello	Double Bass
Camerata	Up to Grade 1			
Sinfonietta	Grades 1 -2	Grades 1 -2	Grades 1 -2	Grades 1 -2
String Ensemble	Grades 2-3	Grades 2-3	Grades 2-3	Grades 2-3
Peg Mantle Strings	Grades 3-5	Grades 3-5	Grades 3-5	Grades 3-5

ENSEMBLE	Strings	Woodwind	Brass	Percussion
James McCusker Orchestra	Grades 5-7	Grades 5-6	Grades 5-6	Grades 5-7
Canberra Youth Orchestra	8+ AMus, LMus, CMus	7+	7+	8+ AMus, LMus, CMus