

District 1 - High School All-District Chorus Auditions Procedures

Audition Date: Auditions are held on the first or second Saturday of November.

Student Eligibility: Students in grades 9-12 who are enrolled in a chorus class at their school are eligible to audition.

Director Eligibility: Directors must be a current member of NAFME for their students to participate. If not, they must pay the non-member fee.

Director Responsibility: Directors are expected to arrive, stay with and leave with their students on Audition Day. If they are unable to attend, they must send a note signed by their principal designating another adult to be responsible for the students that day.

Audition Piece: We use the All-Virginia Audition Selection as our audition piece.

Audition Cost: The cost is decided on by the Auditions Chair after finishing the Event Budget. Typically, this cost is around \$5.00 per student.

Audition Committee: The Auditions Committee consists of the District Representative, the Auditions Chair and the Auditions Host.

Sight-reading: We do not sight-read for District Auditions.

Voice Part Selection: Once the director has submitted student names and voice parts to the Chair, the student may not change their voice part later. The only exception is the "Extra Slot Policy" below.

Extra Slot Policy: When submitting their Audition List to the Chair, directors may purchase up to 8 "Extra Slots." These are open spots that can be used in cases where a student wants to change their voice part, a new student moves into the District after the initial deadline, or director error. The deadline to designate these changes is approximately one week before the audition date. Extra Slots are non-refundable if not used.

Auditions Chair Selection: The person who chairs the event is decided on at the District Meeting the previous year. We try to keep this as a 2-year commitment for consistency.

Auditions Host Selection: The host school is decided on at the District Meeting the previous year. We typically use the same few schools because the directors can quickly set up and tear down. However, when new teachers come into the school district, we encourage them to try hosting Auditions because it's an easy event to do. There isn't much impact on the school operations due to the weekend event.

Student Selection: We choose students based on 160 students in SATB and 80 students in SSAA. This number may fluctuate slightly as we break ties or adapt to slightly larger or smaller schools where the District Event will be held. Soprano and alto placement into the SATB group is chosen based on the Event Year (2019-2020 School Year would be an even year). Sopranos and Altos who are placed 2nd, 4th, 6th, etc. would go into the SATB group and those placed 1st, 3rd, 5th, etc. would go into the SSAA group. We do not choose alternates.

Auditions Chair Responsibilities:

1. Budget: The Auditions Chair prepares a budget for the event. Typical expenses are judges, judges' meals, custodian fees, mailing of scoresheets and supplies.
2. Audition Letter: The Auditions Chair prepares a letter to go out to the District members at the first District meeting in September (usually the second weekend after Labor Day, or one week after the VMEA meeting). This outlines the procedure for their students, as well as the audition music. The teachers are given a deadline to submit their student names to the chair who then prepares a database to be used on audition day for the entering of scores.
3. Securing judges: The Auditions Chair secures two judges for each audition room. This is typically between 10 and 12 people based on the numbers of auditioning students. Judges are chosen based on background and experience with a variety of school-aged voices. Judges are paid at the end of the Audition day.
4. Working with host: The Auditions Chair works closely with the Host to ensure the school is ready for the Auditions Event. Usually the Chair will visit the Host school on the Friday night before to make sure everything is ready for Audition day.
5. Scoresheets: The Auditions Chair prepares packets for each director with two scoresheets per student. The scoresheets are numbered randomly so that the judges are not aware of the student or school when they enter the audition room.
6. Day of Audition: The Auditions Chair is at the event the entire day to help resolve any issues that may arise, including schools running late to their audition time, errors in voicing or scoresheets, audition procedure questions, etc.
7. Tabulating of Scores: The Auditions Chair designates a small group of directors to oversee tabulating and entering scores into the database. Many directors will commit an amount of time during the day to help in the tabulation room. Scores are double-checked for accuracy by two different directors who initial next to the score.
8. Director Notification of Participants: Once the scores have been entered and the students have been selected, the Auditions Chair notifies the District Directors by email who may then decide when and how to inform their own students.

Auditions Host Responsibilities:

1. Securing the date: The Auditions Host secures the date with their school by the previous Spring at the latest so that the District Directors are aware of the date and location.
2. Securing a custodian: The Auditions Host secures a custodian for the day to help with any items that may arise, including building access, restroom replenishment, trash removal, etc. The Host also passes along the financial paperwork to the Auditions Chair so that the custodian may be paid.
3. Preparation of Audition Rooms: The Auditions Host prepares 5-6 audition rooms well in advance of the event, usually the Friday evening before. The Host will meet with the Chair to discuss any logistical items. Rooms are spaced apart so that noise does not bleed from one room to another. Auditions are blind so the Host will set up a screen between the judges and student. CD Players are set up in each room for the playback of the accompaniment.
4. Preparation of Holding Area: The Auditions Host prepares a holding area for the students and directors as they arrive, typically the auditorium. The accompaniment music is being cycled through all keys as they wait so that students may rehearse. One person is designated to call out audition parts and numbers and student runners take students from this location in small groups to the audition rooms.
5. Runners/Room Monitors: It is the responsibility of the Audition Chair and Host to secure runners and room monitors for the day. Typically, these are students/parents of the Host school because they live closer to the event and can more easily be there all day to help. We have also used VCU music students to assist.
6. School-based Logistics: The Auditions Host takes care of any school-based needs that arise during the day related to the building itself. This may include working out locations for bus parking, student/parent parking, other groups in the building, etc.
7. Post-Auditions: The Auditions Host secures a crew of students/parents to clean up the audition spaces when all students are finished auditioning. It is their responsibility to return all spaces to a "better than they found them" state so that the school and administration are happy to welcome back other District events.
8. Director Lunches: The Auditions Chair and Host secure lunch and a lunch location for the judges, runners and room monitors.