



AMATEUR REPERTORY COMPANY INC.

REVISED PROTOCOLS – 2007

The following guidelines and protocols have been developed by the Committee and members of ARC from 1996-2007. They are to be used in conjunction with ARC Statement of Purpose and Rules for an Incorporated Association.

A. ARTISTIC TEAM MEMBERS.

1. You can audition and perform in the production and be a member of the Committee, but not members of the artistic team.
2. The Committee auditions and chooses people for the artistic team positions based on criteria specified by them and made public to all members before the artistic team auditions.
3. You do not necessarily have an Assistant Director (or Assistant Musical Director/ Assistant Choreographer), a Director's Assistant (or MD Assistant or Choreographer's Assistant), may be more appropriate. This decision is made by the Committee at time of Artistic Team appointment.
4. All members of the Artistic Team are appointed by the Committee.
5. All members of the Artistic Team will be regularly reviewed by the Committee during the production, who may also accept feedback from the cast/members.
6. The Assistant Artistic Team members will not audition or perform in the production unless in exceptional circumstances and approved by the Committee.

B. ARTISTIC TEAM SELECTION CRITERIA

1. Consideration¹ is given to previous members of ARC who have had prior involvement in ARC productions.
2. Applicants must be able to present their vision of the play. This will include their ideas and any interpretations they have (e.g.: sets costumes, time frames) relevant to the artistic team position to which they are applying. (Refer to role definitions).
3. They must be able to demonstrate the ability to present a rehearsal strategy, which will demonstrate planning and a review process/strategies in regards to re-scheduling.
4. They must present their philosophy on how they will work with the cast and crew and how well this meets with the aims and objectives of ARC.
5. They must define what they view as their role, in the context of the artistic team structure (e.g.: role of director) in an amateur production by ARC.
6. They must agree to:
 - Consult and seek approval from the Committee for all costs and expenses and any other problems that may arise.

¹ Consideration of previous ARC members is to ensure that ARC strives to develop young people's experiences in all aspects of production, performance and organizational activities. It is premised on the principals of mentoring and personal development.



- Not be involved in any conduct, which would be detrimental to ARC and its members.
- Agree to become a member of ARC Inc.
- Comply with ARC's Occupational Health and Safety requirements.
- Maintain regular communication with the Committee and willing to participate in artistic team reviews.
- Adhere to their position description.

C. AUDITION PROCEDURE

1. The audition panel for a musical production will consist of Director, Musical Director and Choreographer (and the Assistant positions, if appointed) as well as a non member of the Artistic Team (may be a Committee Member).
2. For non-musical productions the audition will consist of the Director and at least one outside person or unless otherwise approved by the Committee.

D. COMMITTEE MEMBERS (Guidelines not included in the ARC Constitution)

1. Members can nominate for more than one committee person, but cannot hold more than one position.
2. Members of the committee cannot hold positions on the Artistic Team of a production.
3. The Executive Committee Members (Office Bearers) must be 18 years of age at time of election.
4. General Committee members (non-executive) can be under 18 years of age.
5. Members of the Committee over 18 years of age are responsible for the supervision of ARC members under 18 during ARC activities.