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## INTRODUCTION

Tasmanian Youth Orchestras ('TYO') is committed to making its programs available to all young musicians based on individual merit; and maintains a system that ensures that no individual candidate is disadvantaged or favoured by TYO's audition and selection process.

## PURPOSE

This policy has been designed to offer a framework within which candidates for participation in TYO instrumental programs will be selected. This process eliminates potential for bias, ensuring candidates are accepted to the ensemble most appropriate to the individual, within the context and restrictions of TYO program operations.

## DEFINITIONS

- 'Staff' refers to all TYO personnel, including but not limited to office staff, conductors, panel members, tutors and volunteers.
- 'Panellist' refers to an audition panel member.
- 'Parents' refers to both parents and to child guardians.
- 'Candidate' refers to any person aged five to 25 auditioning to participate in any TYO program.
- 'Participants' refers to all persons aged five to 25 enrolled in any TYO program.

## POLICY

- 1.1 The TYO General Manager is accountable for maintaining a fair and transparent process when auditioning candidates and selecting participants; and ensuring that all TYO staff and audition panel members understand and abide by this Policy. This is to ensure the ongoing integrity and fairness of access to the TYO's programs.
- 1.2 Auditions are conducted for all candidates wishing to participate in TYO's annual instrumental programs. Auditions are not required for participation in TYO chorales.
- 1.3 At the conclusion of each year, all positions in TYO instrumental ensembles will be declared vacant unless an alternative arrangement is agreed and notified by TYO. All current participants wishing to enrol in the following year will be required to re-audition.
- 1.4 Auditions will be conducted in person by a panel of suitably qualified persons, being current TYO specialist staff, or educators who are independent and do not have direct responsibility to TYO.
- 1.5 Each audition panellist and staff member is required to declare and manage any actual, potential or perceived conflict of interest when performing their role in the audition and selection process. Accordingly, panellists are expected to notify the TYO General Manager of any actual, potential or perceived conflict with any candidate as soon as they are aware of the conflict. This includes, but is not limited to, disclosing if the panellist 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 panel's assessment of the candidate is fair and transparent. Panellists are required to show no bias towards or against any candidates.
- 1.6 Auditions are recorded on video to support subsequent placement deliberations. These videos are confidential to TYO and will not be shared outside of the audition panel (including with the candidate, the candidate's parents or teachers) under any circumstances.

- 1.7 Panellists are not permitted to communicate any audition observations, assessments or recommendations to any individual during the audition. After the audition, some feedback *may* be emailed if the Panel feels comments could be useful to the candidate's musical development.
- 1.8 Audition requirements are published on the TYO website. Ensemble-specific excerpts are emailed to candidates prior to the audition.
- 1.9 All persons involved in the selection and preparation of any set works/audition excerpts are required to keep their knowledge of the materials strictly confidential prior to the official release time.
- 1.10 It is the responsibility of the candidate to read the audition requirement information and prepare all material required. Failure to do so may result in an incomplete assessment of the candidate's abilities and adversely affect their audition result.
- 1.11 Ensemble position offers will be based on individual merit, determined by the candidate's audition ranking and the audition panel's recommendation for ensemble placement.
- 1.12 The audition panel's recommendations will be based on audition performance only.
- 1.13 The TYO General Manager is responsible for collating and comparing the candidate rankings and audition panel recommendations, determining ensemble position offers and communicating the offers to candidates.
- 1.14 The General Manager is ultimately responsible for final placement within an ensemble/program, based on the panel's assessment and known history of the individual's attendance, professionalism and alignment with TYO's values.
- 1.15 A candidate's audition result may result in an offer to join more than one TYO ensemble. Throughout each year, TYO, at its discretion, may also select participants to take part in Extension Opportunities, Special Projects, or other opportunities by application only or by invitation. Extension opportunities may require an additional audition specific to the opportunity. Requirements for these auditions may be adjusted from the standard audition format by TYO, at the discretion of the General Manager, to suit the needs of the ensemble or project.
- 1.16 Late or mid-year auditions may be conducted by TYO where a specific vacancy exists or where additional program participants are required.
- 1.17 To maintain consistency, candidates undertaking a late audition will be required to undertake the same format of audition as those candidates who participated in the main audition rounds. At its discretion, TYO may elect to alter these audition requirements to suit the preparation timeframe available to the candidate.
- 1.18 TYO may actively seek individual members, on the recommendation of conductors or other artistic personnel, in order to address instrumental gaps in ensembles. In these instances, the General Manager has the discretion to waive the requirement for an audition.
- 1.19 All information gained through the audition process is private and confidential. Under no circumstances will audition scores or videos be released, information be given on a candidate's specific audition result or correspondence entered into with the candidate, the candidate's parents or teachers. This requirement complies with TYO's privacy policy and is consistent with audition processes in professional environments.
- 1.20 Recorded auditions are available, via arrangement with TYO, as an option to candidates who are genuinely unable to attend the scheduled audition rounds in person. The preparation requirements for recorded auditions are the same as those for in-person auditions. Recorded auditions are to be recorded on video in a single take: edited videos will not be accepted. Audio-only auditions are not acceptable and will not be assessed.