

MEMBERSHIP HANDBOOK



2017

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RECRUITMENT

- Invitation for a trial practice with SWSY for those interested to join.
- **No auditions, membership based on available positions.**
- Interested applicants must submit a completed membership form.
- Selected applicants will be invited to join as a **probationary member for a period of 3 weeks**, during which they will be assessed for full membership based on the following criteria:
 - i. Commitment (Attendance)
 - ii. Musical Ability
 - iii. Discipline & Attitude
- The assessment will be jointly conducted by the Resident Conductor, EXCO & respective section leaders. Applicants will be officially informed of the outcome of the probation within a week via **e-mail**. Those who have been unsuccessful may re-apply after 6 months if they are still interested to join.
- Applicants of all ages are welcome. However due to limited positions, applicants aged 25 and below (as of 1st January 2017) will be given priority for membership.

MEMBER'S OBLIGATIONS

- All members of SWS Youth must abide by the obligations and rules set forth in the Membership Handbook. The EXCO reserves the right to suspend or terminate the membership of anyone deemed to have failed to do so without just cause.
- Perform for **ALL** major concerts and actively participate in rehearsals, social events, music-enrichment activities and other events organized for members.
- Be **well-prepared** for rehearsals as well as performances by making time for self-practice and learning
- Be **punctual for rehearsals** as a form of respect and responsibility for fellow musicians and conductor
- Behave in a professional manner, treating fellow musicians with courtesy and respect.
- Actively promote concerts, performances and public events to potential audiences and music lovers.
- Abide by policies, rules & regulations set by SWSY Executive Committee (EXCO), cooperate and volunteer to serve when needed.
- Be **professional and responsible** by paying subscription fees **punctually**.

RULES & REGULATION

- Paying mandatory subscription fees by the first month of every quarter terms.
- Members are expected to attend at least **75% of monthly rehearsals** (regardless of valid reasons)
- Members may be exempted from rehearsals for the following reasons:
 - i. Official job/work which cannot be rescheduled
 - ii. School examinations
 - iii. Attending to IMPORTANT personal/family events which cannot be reasonably rescheduled
 - iv. Illness, injury or other sudden medical condition
 - v. Attending to personal emergency or to that of immediate family
 - vi. Urgent or sudden recall to work

- The following explanations will not be deemed valid:
 - i. Busy, rushing work, studying for test or situations resulting from poor time management
 - ii. Overseas vacation, social / recreation activities
 - iii. Attending other rehearsals, performances or concerts
 - iv. Unable to wake up, fatigue or tiredness
- Latecomers must provide an explanation to the EXCO during the rehearsal break.
- Taking long leave of absence, members to give 1 month prior notice and sign the “**Leave of Absence**” form and will not be required to pay band subscription during their absence.
- Members intending to leave, should give 1 month prior notice and sign the “**Official Release**” form.

- Permission must be obtained for:
 - i. Inviting visitor(s) (non-member) to observe a rehearsal or participate in any activity that has not been made open to the public;
 - ii. Inviting non-members to rehearse or perform with the orchestra as a guest musician;
 - iii. Removing any SWS musical instruments, scores or property from the rehearsal premises;
 - iv. Sharing audio/video recordings of SWSY rehearsals and performances on the internet

DISCIPLINARY ACTIONS

- ✓ A ***letter of warning*** will be issued to members who have not satisfied membership requirements, or who have failed to conform to the above rules and regulations. Signature will be needed to show acknowledgement.
- ✓ For ***repeated cases of inadequate attendance***, a review will be performed by the committee which may result in the termination of membership.

CONTACT

Email: swsyouth.media@gmail.com

Website: <http://swsyouthofficial.weebly.com/>

SOCIAL PAGE

Facebook: Singapore Wind Symphony Youth Winds

Instagram: @sws.youth

Twitter: @sws_youth

DIRECTIONS



170 Ghim Moh Road, #02 - 01, Singapore 279621

Nearest bus stop: Ghim Moh Bus Terminal

Bus avail: 92, 92M, 100, 111

Nearest MRT: Buona Vista MRT station

