

Centre Stage Amateur Musical Group

Audition Policy

(June 2019)

Chairman: \_\_\_\_\_ Date: \_\_\_\_\_

Treasurer: \_\_\_\_\_ Date: \_\_\_\_\_

**CENTRE STAGE AMATEUR MUSICAL GROUP**  
**AUDITION POLICY – JUNE 2019**

**Introduction**

Centre Stage carries out auditions in order to identify cast members for every new production. This document describes the different ways auditions are carried out, how decisions are made following these auditions and members responsibilities in relation to this.

For the benefit of this document the 'Panel' refers to the people who have decision making responsibility for casting. 'Members' refers to the people who audition for a part in the production.

**The Aim**

The audition process is to identify the strongest cast to perform in each production and also ensuring the right blend of cast.

**The Panel**

Panel members will have experience in theatre/performing/production. Members of the Panel may include (but will not be limited to):

- Producer
- Assistant Producer
- Director
- Musical Director
- Choreographer

**The Process**

The Producer will decide on the audition process, in consultation with the Panel members. Auditions may be promoted via social media, local press and directly to Members. Members will have an opportunity to attend a read through of the script, where they will be able to familiarise themselves with characters in the production.

Members will be asked to identify the part/s they would like to be considered for at the beginning of the audition session. The Panel will make every attempt to accommodate members who decide, during the audition session, that they would like to be considered for additional parts, although this might not always be possible depending on time constraints. The Panel can ask members to audition for alternative parts if they think it suitable. Members will not be able to ask to be considered for additional parts once the audition session has ended.

**The Decisions**

Panel members will discuss the auditions of the members who auditioned for each part. These discussions will take into account:

- How the member performed their song.
- How the member delivered lines and the acting ability that was displayed.
- How the member danced and the ability to pick up dance steps.
- The member's appearance in relation to the part.
- How the member 'fits' (from a performance/appearance perspective) with the other cast members to ensure the correct blend of cast.

The Panel reserves the right to 'call back' members to audition for parts. Members may also be 'called back' to audition for parts they did not originally audition for but the Panel will only consider this under the circumstances described in the 'exceptions' section below.

The Panel will vote and the majority vote will decide who is offered the part. Where the vote is tied the Producer will have the deciding vote. Panel members are responsible for keeping details of discussions, decisions and votes confidential.

### Exceptions

There are a variety of situations in which parts cannot be decided based on the audition process alone (vacant parts). Reasons for this include, but aren't limited to:

- Panel members agree that the part cannot be cast by any of the members who auditioned for it.
- Nobody auditioned for the part.
- A member auditioned for two parts and was the strongest member for both parts.

In these circumstances the panel, to ensure the production is successfully cast may:

- Decide to offer the vacant part to a member who auditioned for a different part, where the Panel feels they demonstrated the potential to carry out the vacant part (in these circumstances the member will be contacted to ask if they are happy to take the part offered before casting decisions are made public).
- Contact ex-members or potential members directly to offer an opportunity to audition for the part.
- Contact members and offer the opportunity to identify their preferred part if there is a lack of clarity.

### Conflict of Interest

Centre Stage is a community group; therefore, it is likely that Panel members will have personal relationships with members who audition for parts. These relationships may be friendships, partners or family members. Any conflict of interest will be managed accordingly:

- Where the member is a close relative the Panel member will not have a say in the decision about the part for that member.
- The Panel will be reminded of this policy and the underpinning aim of this policy at the beginning of the auditions and during the decision making.

### Communicating the Decisions

Centre Stage cannot ensure that decisions about casting are communicated to all members at the same time. The audition process is unpredictable and it is impossible to consider all the circumstances in which the Panel may need to contact members prior to the decision being communicated to all members.

The Panel strives to communicate the decision as quickly as possible via social media. It is not possible to control people communicating the decision second hand via social media (or other forms of communication) before other members have had chance to read the original post.

The circumstances described in the 'exceptions' section mean that some members will be aware of some decisions before others. All attempts will be made to ensure in these circumstances those members refrain from communicating any decisions before the Panel has had chance to formally post the decisions, although this cannot be guaranteed.

Centre Stage reminds all members of their responsibility to maintain confidentiality regarding the audition process and outcome prior to the decision being made public.

#### Feedback

Where possible the Panel will offer the opportunity for members to receive feedback about their audition. Feedback will be constructive and will provide the member with areas of strength and areas for development. The Panel will not provide justification or explanation for the decisions that were made. This offer is made in good faith and members are responsible for receiving feedback in the spirit in which it is offered. The process for receiving feedback will be decided by the Panel after the auditions, including which Panel members will be responsible for giving feedback.

Centre Stage asks that members refrain from using social media to post negative messages about the group or individual Panel members in response to audition decisions.

The Centre Stage Committee will review this policy annually.

