

**ROTARY MUSIC FESTIVAL – 2023  
GUIDELINES FOR ROTARIAN 2**

<b>CLASSES:</b>	<b>March 13-15, 2023</b>	
<b>ROSE BOWL COMPETITION:</b>	<b>12 Noon, Wednesday, March 15, 2023</b>	
<b>FINAL CONCERT:</b>	<b>7 P.M. Wednesday, March 15, 2023</b>	
<b>VENUES:</b>	<b>ARTS AND CULTURE CENTRE STEPHENVILLE HIGH SCHOOL ZION PENTECOSTAL CHURCH</b>	
<b>ADJUDICATORS:</b>	<b>Vocal and Choral</b>	<b>Peter Halley</b>
	<b>Piano</b>	<b>Jennifer Billard</b>
	<b>Instrumental</b>	<b>Darin White</b>
	<b>Dramatic Speech</b>	<b>Ben Pittman</b>

**Rotarian 2** should be at the festival venue at least 15 minutes prior to the start of the assigned session.

**Guideline folders** for Rotarian 2 will be left at the front of each venue. **Please return them there at the end of your session.**

Though there is no dress code, we do like to appear professional, since it presents the quality of our Festival to participants and festival-goers. Therefore, we do not wear our Rotary t-shirts for this event. Absolutely, please, wear your Rotary name tag!

If you are unable to keep your assigned time, please arrange for another Rotarian to replace you. As a last option, you may contact the Festival Chair.

Rotarian 2 is responsible for the door (entries & exits) as well as for maintaining a quiet environment. Please know that, at the Arts and Culture Centre, there will be an Arts and Culture Centre usher on duty with you. The purpose of having a Rotarian 2 is, in addition to helping the usher, to give Rotary a bigger presence at our Festival.

Pick up your Guideline Folder and Program Booklet at the reception desk in the lobby at least 15 minutes prior to the start of your session.

1. When you know that a class is ready to start, the door of the theatre should be closed.
2. No one is permitted to enter the theatre once a performance has started.
3. Rotarian 2 or ACC usher may use discretion to allow someone to enter **quickly and quietly** during an applause, but NEVER during a performance or an adjudication.
4. Generally, audience members do not sit in the area in front of the adjudicator.
5. Arts and Culture Centre ushers will be assigned to the door of the theatre, along with Rotarian 2.
6. Every attempt must be made to ensure that the area outside the theatre/ performance area is quiet. Voices can carry easily to the inside!
7. If a session is running behind schedule, Rotarian 2 might assist Rotarian 1 to gather the students for the next class to help move things along.

**Please return the Guideline Folder and Program Booklet to the reception desk (ACC) or to where you found them (other venues).**

**For Zion Pentecostal Church the front seats will be used.**

**Thank-you for your contribution to our Music Festival!!**

(Please see next page for notes for the **Stephenville High School venue.**)

## Stephenville High School Venue

For the Rotary Music Festival classes that are held at the **Stephenville High School Theatre**, Guidelines Folder for Rotarian 2 will be available in the Main Office, unless alternate arrangements are made by the Rotarian responsible for the festival volunteer duties.

Essentially, all guidelines that apply to the Arts and Culture Centre venue apply to the High School venue.

Rotarian 2 should ensure that **no one enters the theatre during a performance or during the delivery of an adjudication.**

He/she can use discretion about allowing someone to enter **quickly and quietly during an applause. Be aware that the door “clicks” as it opens and closes, so handle it carefully.**

Also, be aware that periodic noise may be an issue at the High School, especially during class changes and dismissal times. There are a lot of students moving at once, and many are not aware that performances are going on. Furthermore, sound travels quite easily in the school hallways and the theatre is flanked on both sides by these hallways. Every effort will be made to curtail any noise by working with the high school administration and staff. In the delivery of these duties, Rotarians are not expected to place themselves in confrontational situations that could become potentially stressful or harmful. Please use your discretion.

Remember to leave your Guidelines Folder at the same place where you received it.

Again, thank-you for your participation!