



Members' Handbook

Introduction

This booklet is intended to provide some fundamental information about your membership, how to support the orchestra, and how best to ensure you and your fellow members contribute to the aims of the orchestra and enjoy your membership.

We are members of an organisation that has a rich history and a vital place in the community. The orchestra can trace its beginnings to 1893 and boasts in its membership former professional musicians, members of the excellent staff of NMPAT (Northamptonshire Music and Performing Arts Trust), and talented and dedicated community players. We are very fortunate to have a full symphony orchestra able to perform a wide range of orchestral repertoire.

We enjoy the musical leadership of John Gibbons, BEM who is committed to our success and to the promotion of orchestral music in all its forms. We also benefit from the efforts of an active committee, the membership of which is nominated and elected from the membership of the orchestra.

NSO has a constitution which is available for reference on our website and the 'guide to membership' section in this booklet sets out what you can expect from the NSO and what the NSO expects from you.

This booklet has been edited by Frank Jordan (Chair) with contributions from former and current members of the NSO committee. Any suggestions or comments about its content would be gratefully received.

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Annual Subscriptions

These cover the cost of the rehearsal room(s), rehearsal fees for the conductor and leader, and music hire. All other expenses of the orchestra are covered from ticket sales.

Full membership (see note 1)	£165.00
Senior citizen, full-time students (see note 2)	£105 .00
Associate members (see note 3)	Pro-rata per concert

Notes:

1. Alternatively, the fee may be paid on a term-by-term basis (£55.00 due at the start of each term).
2. Alternatively, the fee may be paid on a term-by-term basis (£35.00 due at the start of each term).
3. Associate members are those who through the nature of the instrument they play will not be required in all concerts but still wish to be members of NSO and ensure they are offered the parts as they arise.

You can pay your membership fees directly into our coop bank account if you wish: -

Account Name: NSO
Sort code: 08-92-99
Account no: 65506031
Reference: <Your name>

Please ensure that subscription fees are paid within the first 4 weeks of term.

NSO Publicity & Marketing

The orchestra's website has been live for a number of years now and plays a key part in keeping both the audience and orchestra up-to-date with concert details, news and rehearsal information. The website contains ticket and concert information, as well as a members' page that provides a calendar of rehearsals and events, orchestrations and links to listen to the current season of programmes.

As members of the orchestra, we all want our hard work to be heard and it's important that we help to publicise concerts wherever possible. Flyers and posters are produced for every performance; please take some to display, and make use of the digital version which we email over to you.

NSO has an active presence on social media. Like our Facebook page, follow us on Twitter and ask all your friends to do the same!

If you'd like to help out with our orchestra's marketing and publicity in any way, please speak to the orchestra's Marketing Officer.

Website – www.nso.org.uk

Facebook – facebook.com/northamptonssymphony

Twitter - @NtonSymphOrch

Instagram - northamptonssymphonyorchestra

Give as you Live/Amazon Smile/EasyFundraising

The orchestra participates in several fundraising schemes that you can participate in with minimal effort and no cost.

EasyFundraising and Give as You Live are redirect websites that give you access to special deals with a wide range of online retailers- using these services does not cost you anything and the orchestra receives a donation for every purchase you make. Amazon Smile is a similar scheme, but specifically for Amazon purchases. For more details, please see the links at the end of this booklet.

The Friends of NSO

This is a scheme where for a minimum donation of £20/person regular audience members get discounted tickets, free programmes, their name listed in the concert programmes, priority booking (always handy for our popular Christmas cracker concerts) and 2 free tickets per Friend for our annual summer concert and buffet. Membership is accessed by a membership form, which can be found on the NSO website.

A Guide to Membership

We hope you enjoy the time you spend with NSO. If the orchestra is to reach the high standards we aspire to then we must all:

- Attend weekly rehearsals, any sectional rehearsals and final rehearsals. Members are expected to perform in all concerts. If you are unable to perform in any concerts it is your responsibility to inform the Musical Director and Orchestral Manager as soon as possible.

- Be punctual at rehearsals and concerts. Arrive in time to warm up, find music and tune. Please allow time for parking before rehearsals and the traffic on concert days.
- Practise the music between rehearsals and ensure that any music taken for practice is kept in good condition and returned at the next rehearsal.
- Inform the Musical Director and Orchestral Manager or section leader at least one rehearsal prior to any expected absence. Wind and Brass Principals should ensure they send a dep to cover any missed rehearsals. They are also responsible for ensuring at the start of the season that any auxiliary players needed in forthcoming concerts are aware of these performances and the rehearsals they are required to attend in accordance with the published rehearsal schedule- if there are expected gaps in sections, then it is important that the Orchestral Manager is informed as soon as possible.
- Help the committee to publicise forthcoming concerts and assist in ticket sales.
- Appear on the concert platform in the required dress and ensure that your conduct befits the occasion. Concert dress is normally DJs and bow ties, black socks and shoes for men and long black (dresses or trousers), black tights or socks and shoes for ladies. On occasion we have worn all black (open neck long sleeved shirts for men) or single coloured shirts/blouses. Please note that black jeans are not acceptable concert dress.
- Please promote the Friends' Scheme. If like many in NSO you have regular friends and family coming to our concerts as audience members, the Friends' Scheme is

a great way for them to save money on tickets and programmes, as well as helping NSO.

- Entry to the orchestra does not normally require an audition. If required, the format of the audition will be confirmed in advance. A period of trial membership is normally necessary for players taking up key positions in the orchestra. General auditions may be held for the whole orchestra from time to time.
- We encourage social events outside of music making. All players in the orchestra are welcome to post rehearsal drinks at the Olde England (just up the Kettering Rd) and post-concert drinks and curries. We will generally also arrange a Christmas meal as well as an end of year meal. The orchestra has arranged play days, quiz nights, and even trips to play concerts elsewhere. Help and suggestions for these activities are especially welcome and are coordinated by the Social Secretary.
- Your music is loaned to you in a protective bag which you are welcomed and encouraged to take home and practise between rehearsals; however, please ensure that if you are unavailable to attend a rehearsal or concert that you make arrangements for your music to be there. Please note that in the event of loss or late return of music you may incur any charges due.
- When arriving at the dress rehearsal, please deposit your music bag in the music box provided by the librarian. Music is typically available at the end of each concert to prepare for the first rehearsal of the next

rehearsal run and will be located in the same music box.

- Each year's programmes are discussed by the MD, the Committee and the leader. There are several principles the committee observes regarding programming that take into account a range of factors including responsible and sympathetic use of the orchestra's membership, cost/availability of music hire and extra players, solicitation and consideration of programming suggestions from the orchestra and audience, likelihood of a receptive audience, and many others. While it is clearly impossible to please everyone, the committee and MD aim to ensure we are providing a variety of music that pleases audience and players alike, educates our community about the world of orchestral music, and ensures the orchestra's operational and financial sustainability. The committee announces the next year's programmes after the December concert, and members are encouraged to provide suggestions for programmes and individual pieces to the committee through either the Librarian or the Member's Rep.
- The orchestra maintains a members' private Facebook page where discussions about the orchestra, social posts for other orchestra members, and announcements regarding the orchestra are available. Should you wish to participate in this group please let the Chair know.
- Communications to the orchestra membership are generally conducted through notices during the break at each rehearsal. If we have an e-mail on file for you and a GDPR declaration, you may receive e-mail updates as well. Please contact the Orchestral Manager or the

Secretary to update your e-mail and/or GDPR preferences.

- Key positions (principals) are usually appointed by the Musical Director and with the agreement of existing section principals.
- It is very rare for a member to be asked to leave the orchestra however there are times when the Musical Director (alone or in consultation with the Orchestra Manager or section principals) may ask players to move to new positions. Member co-operation in these instances is requested by the committee to whom appeals can always be made if it is felt necessary.
- Grievance – If you wish to raise a grievance with the committee either speak or put your grievance in writing to the Chair, Secretary or Members Rep to be raised at the next committee meeting.

Links

NSO Website and Tickets – www.nso.org.uk

Calendar of Rehearsals, Concerts and Events

www.nso.org.uk/members

Our Current Year's Programmes www.nso.org.uk/concerts

Amazon Smile (you must nominate the NSO as your preferred charity before shopping – this is a one time requirement) www.smile.amazon.co.uk

Give as You Live (you must set up an account and nominate the NSO as your preferred charity)

www.giveasyoulive.com/

Easyfundraising (you must set up an account and nominate the NSO as your preferred charity)

<https://www.easyfundraising.org.uk/>

A history of the Orchestra 1893-1993 -

<http://nso.org.uk/The%20History%20of%20the%20NSO%201893%201993.pdf>

Friends of the NSO Application form

www.nso.org.uk/friends

Current membership and composition of the Committee

www.nso.org.uk/members