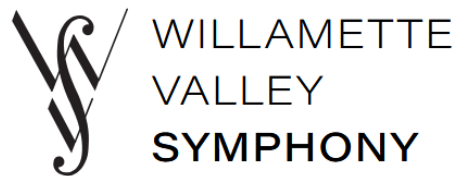


WVS PLAYERS' HANDBOOK

Revised – August 3, 2026



Music Brings Us Together

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WELCOME TO THE WILLAMETTE VALLEY SYMPHONY!

Founded in December 2007 as the Willamette Valley Community Orchestra and renamed in July 2010, the Willamette Valley Symphony (WVS) is a community-based, volunteer symphony orchestra. Our musicians share the joy of making music together and are dedicated to providing quality, affordable symphonic performances for all residents of the Willamette Valley.

The Willamette Valley Symphony's objectives are:

1. To encourage attendance by a diverse population from the Willamette Valley. It is our goal that these concerts will contribute to the cultural enrichment of our region and enhance the lives of our listeners.
2. To provide access to classical music to all residents, regardless of their economic situation. We demonstrate this commitment through our stated policy that "no one shall be denied access to our concerts due to an inability to pay," and offer free tickets to youth under age 18.
3. To provide a joy-filled, rewarding orchestral experience for local musicians.
4. To provide youth and families in our community the opportunity to experience the cultural arts. To always remain a fully functioning, volunteer-based symphony orchestra made up of local musicians.
5. To encourage and support the activities of other performing arts ensembles and organizations in our region.

Season

The regular concert season of the Willamette Valley Symphony runs from September to June. The season currently includes a series of five concerts. Additional chamber orchestra, chamber music, or fundraising concerts may be added as dictated by the time and interest of the musicians.

Concert dates are set prior to the beginning of the season. A rehearsal calendar is sent to each member prior to the first rehearsal and is also available on the WVS website:

www.willamettevalleysymphony.org/

Membership

The Willamette Valley Symphony provides opportunities for musicians in our community to share in the joy of making music together. Musicians interested in joining the orchestra should contact the Artistic Director (see "Contact Information" section). If there are openings available for your instrument, you may be asked to sit in a rehearsal or two and/or participate in a short informal audition. Membership is ultimately determined by the Artistic Director. When you become a new member, please go to the WVS website under the tab "For Players" and fill out the "Email sign up" form so that you receive all pertinent information. The For Players tab is also where you can find the season schedule. For programming purposes, we would prefer if players commit to an entire season, so that our Artistic Director has a clear idea of what to expect.

Auditions

Anyone interested in joining WVS must be able to meet the following three (3) criteria in addition to scheduling a brief (5-10 minute) audition.

1. Ability to play a 2+ octave scale (woodwinds/brass) or 3+ octave scale (strings).
2. Actively studied your instrument privately and/or performed in a chamber orchestra or full symphony orchestra.
3. Ability to perform a short solo composition with rhythmic accuracy, technical fluency, and musicality.

In lieu of an audition, the Artistic Director may allow a principal to evaluate a prospective member or substitute player during rehearsals.

Principals and Section Seating

The principal players of each section will be appointed at the discretion of the Artistic Director. If the principal player is absent or the chair becomes vacant, all players should continue to play their usual part unless they are requested by the Artistic Director to play a different part.

Seating placement within a section will be assigned by the Artistic Director in consultation with the section principal and/or concert master.

Principal chair positions will be responsible for general section management including, but not limited to, musical markings and direction, assigning of parts, developing a list of substitute musicians, and maintaining a positive environment. Recruitment and new member onboarding for the section is also very important. It could be helpful to get the section leader's phone number so that if an emergency arises, members can easily contact that person.

Music

Music is made available to musicians in advance of the start of rehearsals for each concert set. These copies may be marked in pencil as you find necessary. Music is to be returned immediately following each concert set. If music is lost, you will be responsible for covering the cost of replacing the lost part.

Rehearsal Location and Time

Rehearsals are on Sunday evenings from 6:00 - 8:30 p.m. on stage at Ashbrook Independent School unless a conflict requires relocation to another site or time. Any change will be announced as early as possible. The rehearsal schedule is maintained on the orchestra's website under the "For Players" tab.

Dress Rehearsals

Dress rehearsals are held on stage at Ashbrook Independent School or at the venue where the Saturday concert will be held (ex: Albany). Dress rehearsals are usually on the Friday evening prior to the weekend performances and begin at 7:00 PM. Concert dress is NOT worn for dress rehearsals.

Rehearsal Expectations

It is expected that musicians will come to rehearsals having prepared adequately and numbered the measures on parts. To maximize the effectiveness of rehearsal time, musicians are expected to practice and learn difficult passages at home prior to the first rehearsal.

Rehearsals begin promptly at 6:00 p.m. If you are playing in the first piece to be rehearsed, this means you should be in your seat, warmed up, and ready to tune prior to that time. Typically, important announcements and orchestra business occur during the first five (5) minutes of rehearsal or immediately following a rehearsal break. If you are not participating in the first piece in the rehearsal, you should quietly warm up and ask your section leader about the announcements and orchestra business discussed at the beginning of the rehearsal.

Members should silence their cell phones or pagers from the time they arrive for a rehearsal or a performance until they have left the venue and minimize noise that would be distracting to others.

Attendance

Given the short amount of rehearsal time that we have together before each concert set, it is important that everyone attend all rehearsals. We do understand that life happens and illness and family emergencies may cause an occasional absence. This type of absence is understood and is considered an excused absence. Please email the Artistic Director and your section's principal to let them know you will be absent.

Musicians who know in advance that they will have a scheduling conflict on a rehearsal day should let the Artistic Director know well before the start of each concert set. Depending upon the situation and the number of rehearsals to be missed, the Artistic Director may deem it necessary to find a substitute for the concert set.

Volunteer Support

Because WVS is a volunteer organization, we rely on all of our members to chip in when able.

Members are strongly encouraged to provide support where they can. Examples include:

- help set-up and later remove chairs and stands at rehearsals and concerts
- help distribute flyers and sell tickets
- usher when available
- encourage friends and family to usher and/or sell tickets
- donate monetarily to the orchestra if able
- attend board meetings, or offer to join the board

Concerts

Concerts are scheduled on Saturdays at 7:00 p.m. and Sundays at 4:00 p.m. The lobby opens and ticket sales (staffed by volunteers) begin 1 hour prior to the concert. A pre-concert talk begins 45 minutes prior to the concert, and typically lasts for 30 minutes. Orchestra members may warm up on stage before the

talk begins or after the talk is completed. Please be aware when harps, harpsichords, pianos and other such instruments need to be tuned, you may need to warm up off stage at these times.

Cases and non-essential items should be left in the designated Green Room. Come to performances emotionally and physically prepared. Make sure your instrument is in good working order. Bring extra reeds, strings, necessary oils, stand lights and other equipment, and all of your music.

Orchestra members not on the designated clean-up stage crew should try to greet audience during intermission and after the concert. Helping to clean up, return music, or pick up new music can wait.

Performance absences should be avoided EXCEPT in an emergency. If you know you will not be able to attend a performance, please communicate this to the Artistic Director, section leader and personnel manager as early as possible. If it is less than one (1) hour prior to a performance, contact the Artistic Director (see contact information section) and section principal. Leave a message if you are not able to talk directly to the individuals.

Dress Code

The audience comes to hear the Symphony play and to listen to our music. With that goal in mind, we should try to dress so that we blend together. Standard dress for all WVS performances is "Concert Black."

- Black pants; or long black dress or skirt—no knee-length or short skirts
- Black shirt – preferably full-length sleeves, but sleeves may be elbow-length
- Black socks or black hose
- Black shoes, preferably closed toe; no flip flops

PLEASE, do not wear perfumes, after-shave colognes, or scented deodorant to rehearsals and performances.

WVS Musician Payment Policy

Guiding Principle: WVS is a volunteer-based ensemble. Regular members join with the understanding that they are volunteers. However, we recognize that certain musical needs require the expertise of musicians with unique skills or specialized instruments. In such cases, compensation may be offered.

Criteria for Paid Musicians

- Payment is provided to musicians who bring in unique skills or play instruments not readily available among regular members. Examples include specialists on piano, harp, percussion, or soloists.
- Regular WVS members, substitutes, and additional musicians required for specific concert sets are not paid unless an exception is warranted.

An exception may be made for a sudden illness or emergency where a principal player with exposed solos must be replaced on short notice by a professional who can prepare quickly with minimal rehearsal time.

Governance

The orchestra is guided by an Artistic Director, an Executive Director, and a volunteer Board of Directors. The Board of Directors oversees the administration of the orchestra.

Functions of the board include setting policy, approving the operating budget, keeping watch over the finances of the organization, strategic planning for the future, and any other business that requires board involvement. Orchestra members are welcome to suggest agenda topics and to attend meetings of the board.

The staff and board of the Willamette Valley Symphony value ideas and suggestions from musicians. Please feel free to share your thoughts at any time.

Annual Meeting

All members of the orchestra should attend and vote at an annual meeting at the end of the spring concert season. The agenda for this meeting will be set at least 15 days in advance.

Player Behavior

It is expected that members will treat colleagues with respect and not discriminate on the grounds of gender, disability, ethnicity, class, sexual orientation, age, religion or political belief and will not engage in any conduct which does not serve the interests of the music profession, and uphold the values, objectives and aims of the orchestra. In addition, orchestra members should not use personal data they acquired as members, for other purposes such as solicitation.

Problem Resolution

Principal players are always available to help resolve problems within their section. If a situation arises where a player does not feel comfortable approaching their principal player, or the principal player can't resolve the problem, the following individuals are available and should be consulted. All problems will be handled in a professional and confidential manner.

Contact Information

Artistic Director

Lance Inouye
artisticdirector@willamettevalleysymphony.org

Executive Director

Jim Martinez
jmsail908@gmail.com