



## **Musician Handbook**

### **ABOUT AYO**

Alaska Youth Orchestras (AYO) is an independent 501(c)(3) nonprofit corporation that is governed by a volunteer board of directors according to state and federal law. The organization's tax ID# is 92-0082750.

AYO's mission is to build musicianship, inspire youth to love music, offer enriching opportunities for music performance, and create a musical legacy that will sustain arts throughout the lives of our members and our communities.

AYO Operates three programs: the Anchorage Youth Symphony, Symphony School, and After School Music. For more information about AYO and its programs, please visit the AYO website at <https://www.alaskayouthorchestras.org>

### **AYO STAFF**

The best way to reach us AYO staff is via email. You may also call the AYO Office at 907-538-6406.

- ◆ **Executive Director** : Pierre Derycz [ED@alaskayouthorchestras.org](mailto:ED@alaskayouthorchestras.org)
- ◆ **Operations Manager** : Zach Akins [OC@alaskayouthorchestras.org](mailto:OC@alaskayouthorchestras.org)
- ◆ **Symphony School Conductor** : Dr. Bruce Wood [bwood@alaskayouthorchestras.org](mailto:bwood@alaskayouthorchestras.org)

### **COMMUNICATION**

The AYO Weekly Email newsletter arrives every Friday at 6pm. It is the primary way we communicate with musicians and families. Youth musicians and at least one parent must sign up to receive the email. Please read the email every week, as it contains vital information about upcoming events. If you do not receive the AYO Weekly Email, please check your junk/promotions folder!

AYO Staff may also communicate directly with musicians and families via email. All communications to youth musicians will be copied to the primary parent/guardian responsible for said child.

### **OFFICE**

AYO operates out of an office at 1505 W 32<sup>nd</sup> Ave. Anchorage, AK 99503. The office does not keep regular business hours due to the nature of our work. Please contact AYO staff to ensure someone will be present if you plan to visit the office.

## **Emergency Response**

In the event of an emergency, AYO staff will direct AYO musicians on how to respond.

**Evacuation Response:** In the event of an emergency requiring building evacuation, musicians will be asked to leave the building via the nearest emergency exit and gather (if appropriate) in the designated area.

Parents/Guardians will be contacted and asked to pick up their musician as soon as possible or grant permission to another parent/guardian to pick up their musician. Any musician who is not picked up will remain with an AYO staff until parents/guardians can arrive or make other arrangements for their musician's transportation. Musicians who drive will be excused if their vehicle is safely accessible.

**Non-Evacuation Response:** In the event of an emergency that doesn't result in evacuation, musicians will shelter in place. If rehearsal cannot continue, parents will be contacted and asked to pick up their musician as soon as possible.

If, at any time, a musician feels unsafe to remain, parents will be contacted and asked to pick them up as soon as possible. If the AYO musician has their own car, parents will be contacted and will determine if they are comfortable with the AYO musician driving.

### **AYO Emergency Contact Numbers:**

<b>Executive Director</b>	Pierre Derycz	310-795-0810
<b>Operations Manager</b>	Zach Akins	907-240-3505
<b>Symphony School Conductor</b>	Dr. Bruce Wood	806-470-6846

*The numbers above are the personal cell numbers of AYO staff.  
Please use discretion when calling.*

## **SYMPHONY SCHOOL**

### **Rehearsals**

Symphony School consists of two ensembles: Prelude and Overture. The ensembles meet in the Fall and Spring, on Sunday evenings at the UAA Fine Arts Building (3700 Alumni Dr). Prelude ensemble rehearses from 4:30 – 5:45pm, and Overture ensemble rehearses from 6:00 – 7:15pm. The most updated rehearsal calendar is always posted on the Symphony School website.

### **Concerts**

Symphony School performs a concert at the end of the Fall and Spring sessions at the Alaska Center for the Performing Arts (621 W 6<sup>th</sup> Ave). Performances are generally preceded by a “Dress Rehearsal” the day before. (Note: Musicians do not need to be in Concert Black attire for the “Dress Rehearsal” unless instructed otherwise.)

### **Concert Black**

Concert Black is required dress for all concert performances and includes two **gender-neutral options**.

1. Black suit or tuxedo, white shirt, black bow tie, black socks and black shoes (either open or closed toe are acceptable).
2. Long black pants, dress, or skirt (at least lower-calf length) with a solid color black shirt with long sleeves (at least  $\frac{3}{4}$  length). The shirt must cover your shoulders and should not have a low neckline. Plain black socks or stockings are to be worn with black shoes (either open or closed toe are acceptable).

**ACCESSORIES:** No reflective jewelry/accessories and no fragrances, please.

If you have any questions regarding CONCERT BLACK, or need any assistance obtaining any needed items, please contact AYO staff.

### **Concert Tickets**

All AYO concerts are ticketed events through [CenterTix.com](https://www.CenterTix.com) as required by the Alaska Center for the Performing Arts. Concert ticket sales support AYO and serve as a fundraiser for the organization. We encourage AYO musicians and their families to promote the concerts and bring along family and friends. Families of musicians can purchase AYO season tickets at a reduced rate; this includes admission to AYO’s Winter Concert, featuring the Anchorage Youth Symphony only. Symphony School musicians do not need a concert ticket for themselves for the Fall and Spring concerts, but must request a complimentary ticket to attend the Winter Concert.

### **Symphony School Coaches**

Symphony School coaches are professional musicians and educators who provide focused guidance to their specific instrument groups in the orchestra. Coaches assist in rehearsal, and may also lead sectional rehearsals from time to time.

## **Attendance**

- **Rehearsals:** Symphony School is dedicated to preparing young musicians, step by step, for greater musical achievement. With only 8 rehearsals per session, it's very important your musicians attends all of them. If your musician is ill, please email: [OC@alaskayouthorchestras.org](mailto:OC@alaskayouthorchestras.org).
- **Concerts:** Musicians are expected to perform at the scheduled Celebration Concert at the end of their Symphony School session.
- **Dress Rehearsals:** A Dress Rehearsal is scheduled the day before each concert at the Alaska Center for the Performing Arts. Attendance at Dress Rehearsals is required. Musicians not present may be asked not to perform in the concert. Any conflicts should be made known to the AYO Operations Manager as soon as you are aware.
- **Consequences:** Unexpected and/or repeated absences may result in a musician not being allowed to participate in a concert, being re-seated for a concert, and/or being asked to withdraw from Symphony School.

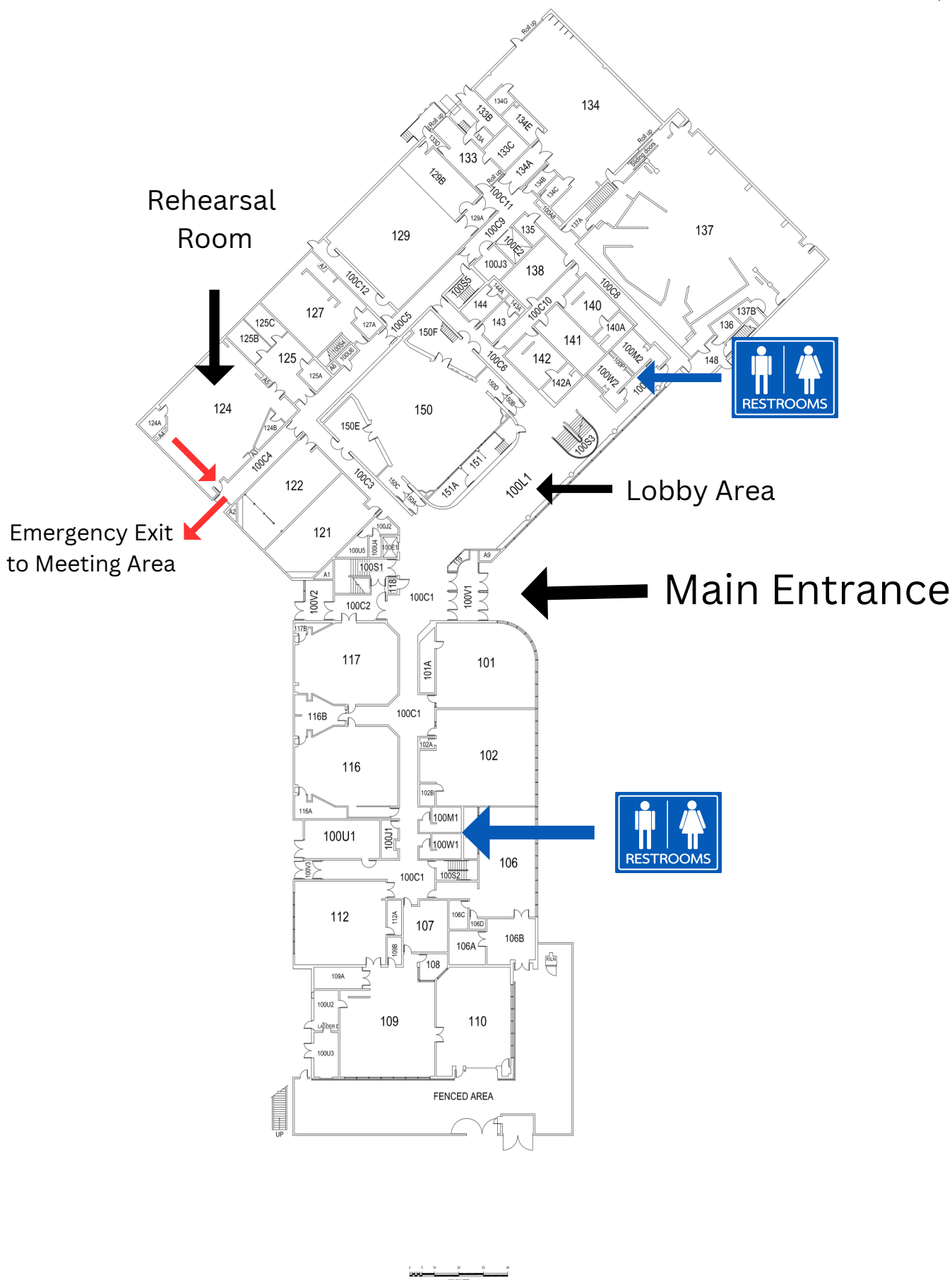
## **Liability**

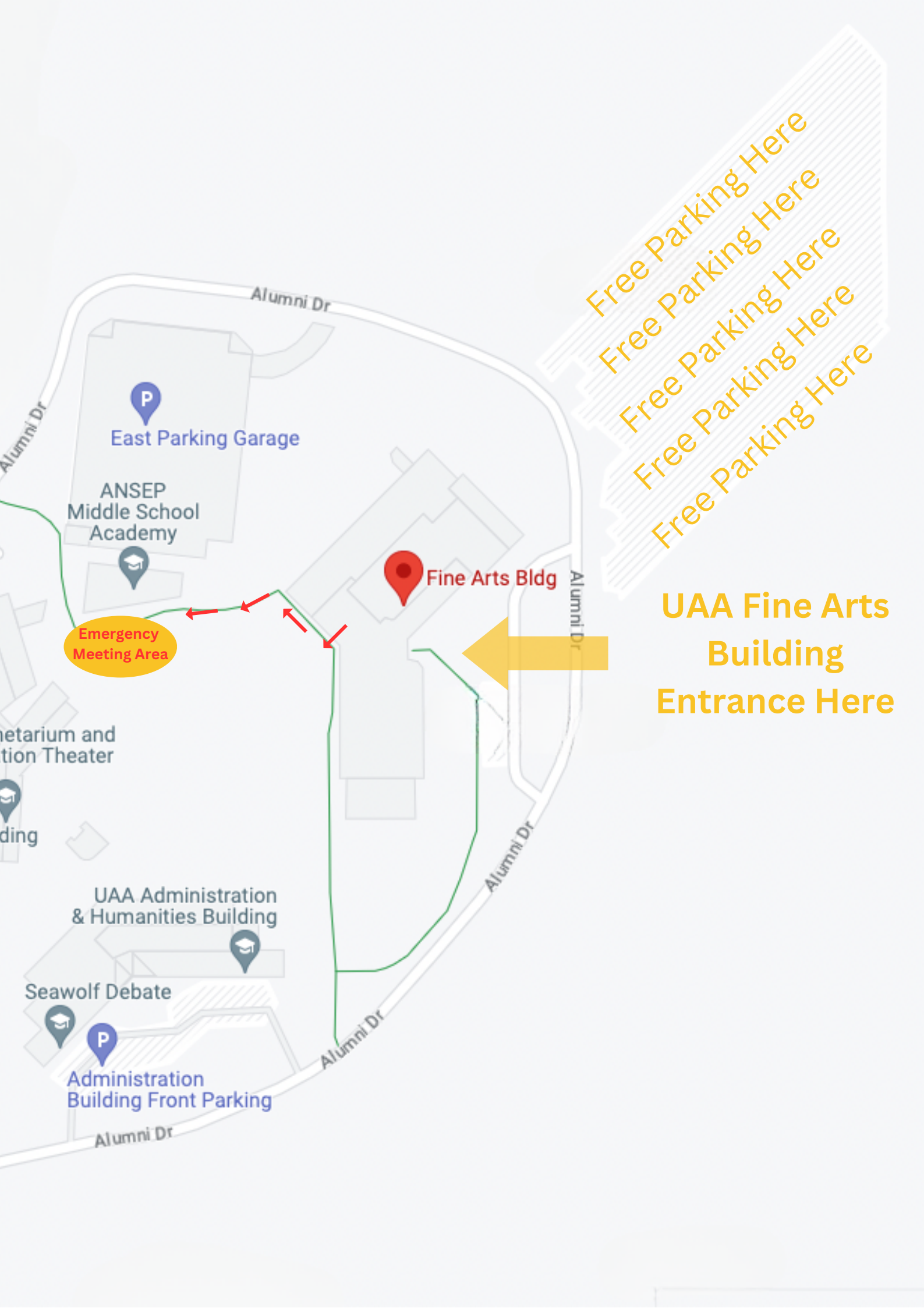
Musicians are solely responsible for their instruments. Lost, stolen, or damaged instruments (or instrument accessories) are not the responsibility of the Anchorage Youth Symphony program or its leadership. The following entities, including their employees, contractors, and volunteers will also not be held responsible for loss or damage to instruments or other valuables: Alaska Youth Orchestras, Cook Inlet Housing Authority/The Nave, Alaska Center for the Performing Arts, or any other venue where AYO performs or rehearses. AYO strongly suggests that instruments be adequately insured, and that care be taken to safeguard instruments at all times.

## **Code of Conduct**

AYO musicians are representatives of the organization. The behavior of each musician reflects on the entire group. Musicians are expected to use good manners, display common courtesy, and show consideration for others. It is essential to respect the rights and property of others. AYO strictly enforces a zero-tolerance policy with regards to the use of drugs and alcohol, smoking, any other illegal activities, and any form of harassment towards other musicians and AYO staff.

In addition to providing a high-quality musical experience, AYO strives to teach musicians about professionalism, responsibility, and personal integrity. Parents/Guardians are asked to conduct themselves in keeping with this standard by supporting their musicians in fulfilling their responsibilities, encouraging open communication, supporting 100% attendance, facilitating prompt arrival at rehearsals and concerts, providing private lessons on their instrument (if possible), and encouraging at-home practice and preparation. Should parents/guardians need to express concern or disagreement with AYO staff, we request it be done in an appropriate manner. Damaging or demeaning language will not be tolerated in any setting. Please contact the AYO Executive Director or AYO Music Director directly. All issues will be handled with professionalism, confidentiality, and respect.





Free Parking Here  
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**UAA Fine Arts  
Building  
Entrance Here**

**P**  
East Parking Garage

ANSEP  
Middle School  
Academy

Emergency  
Meeting Area

Fine Arts Bldg

UAA Administration  
& Humanities Building

Seawolf Debate

**P**  
Administration  
Building Front Parking

Metarium and  
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Alumni Dr

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## SSE Fall Session 2024 Calendar **Prelude**

Note: Subject to change.

DATE	DAY	START	END	EVENT	LOCATION	NOTES
8-Sep.	Sun.	4:30 PM	5:45 PM	<i>First Rehearsal</i>	UAA Fine Arts Bldg Rm 124	<i>Rehearsal &amp; Orientation</i>
15-Sep.	Sun.	4:30 PM	5:45 PM	Rehearsal	UAA Fine Arts Bldg Rm 124	Regular Rehearsal
22-Sep.	Sun.	4:30 PM	5:45 PM	Rehearsal	UAA Fine Arts Bldg Rm 124	Regular Rehearsal
29-Sep.	Sun.	4:30 PM	5:45 PM	Rehearsal	UAA Fine Arts Bldg Rm 124	Regular Rehearsal
6-Oct.	Sun.	4:30 PM	5:45 PM	Rehearsal	UAA Fine Arts Bldg Rm 124	Regular Rehearsal
13-Oct.	Sun.	4:30 PM	5:45 PM	Rehearsal	UAA Fine Arts Bldg Rm 124	Regular Rehearsal
20-Oct.	Sun.	4:30 PM	5:45 PM	Rehearsal	UAA Fine Arts Bldg Rm 124	Regular Rehearsal
27-Oct.	Sun.	4:30 PM	5:45 PM	Rehearsal	UAA Fine Arts Bldg Rm 124	Regular Rehearsal
3-Nov.	Sun.	5:00 PM	5:30 PM	DRESS REHEARSAL	PAC Atwood Stage	Enter through Stage Door
4-Nov.	Mon.	6:30 PM	8:00 PM	CONCERT	PAC Atwood Stage	Enter through Stage Door

## SSE Fall Session 2024 Calendar **Overture**

Note: Subject to change.

DATE	DAY	START	END	EVENT	LOCATION	NOTES
8-Sep.	Sun.	6:00 PM	7:15 PM	<i>First Rehearsal</i>	UAA Fine Arts Bldg Rm 124	<i>Rehearsal &amp; Orientation</i>
15-Sep.	Sun.	6:00 PM	7:15 PM	Rehearsal	UAA Fine Arts Bldg Rm 124	Regular Rehearsal
22-Sep.	Sun.	6:00 PM	7:15 PM	Rehearsal	UAA Fine Arts Bldg Rm 124	Regular Rehearsal
29-Sep.	Sun.	6:00 PM	7:15 PM	Rehearsal	UAA Fine Arts Bldg Rm 124	Regular Rehearsal
6-Oct.	Sun.	6:00 PM	7:15 PM	Rehearsal	UAA Fine Arts Bldg Rm 124	Regular Rehearsal
13-Oct.	Sun.	6:00 PM	7:15 PM	Rehearsal	UAA Fine Arts Bldg Rm 124	Regular Rehearsal
20-Oct.	Sun.	6:00 PM	7:15 PM	Rehearsal	UAA Fine Arts Bldg Rm 124	Regular Rehearsal
27-Oct.	Sun.	6:00 PM	7:15 PM	Rehearsal	UAA Fine Arts Bldg Rm 124	Regular Rehearsal
3-Nov.	Sun.	5:30 PM	6:00 PM	DRESS REHEARSAL	PAC Atwood Stage	Enter through Stage Door
4-Nov.	Mon.	6:30 PM	8:00 PM	CONCERT	PAC Atwood Stage	Enter through Stage Door