MCE Musician Policy

Attendance:
Orchestra: Members are required to be at all rehearsals unless other arrangements are made with the Music Director (STEVE LEWIS) and the Musicians Liaison (CONNER MYERS) at the time you agree to play.

Chamber Music: You are expected to be at all rehearsals as agreed to by you and the Chamber Music Coordinator (JESSICA KOEBBE).

Emergency absences must be communicated 24 hours in advance. (Poor planning is not an Emergency).
If you experience an emergency please notify Music Director (STEVE LEWIS) or Chamber Music Coordinator (JESSICA KOEBBE) and find a substitute.

Please be on time and ready to play at the beginning of rehearsal. Call time is 30 min before a performance. Music will be made available 2 weeks (or earlier) before the first rehearsal. If you cannot pick it up, please let the conductor or personnel manager so that we can email or mail it to you.

Attendance issues and unprofessional behavior (personal or musical) may be dealt with as follows: 1. A verbal warning 2. A reduced stipend (in the case of absences and tardiness not communicated beforehand) 3. If you do not show for a concert, you may not be paid.
Dress Code: tux for men and all black for ladies unless otherwise noted. Please remember we play in churches, i.e. no short skirts or spaghetti straps.

Continued inclusion in the ensemble will be based partially on the adherence to the above policies.

Compensation

1. Payment for orchestra concerts is $29.16 per service (each concert and each rehearsal is a service)

2. Payment for chamber music concerts is $175 per engagement, inclusive of all performances and rehearsals as deemed necessary by the Chamber Music Coordinator (JESSICA KOEBBE).

3. Payment for ChoralFest is based on the needs of a particular year’s event and is administered by The Assistant Conductor (SARA MCCLURE).

Artistic Leadership

The Music Director (STEVE LEWIS) selects repertoire, artists, and venues for the Midwest Chamber Ensemble orchestra in collaboration with other music staff. They hold auditions and secure the best-qualified musicians to perform with ensembles in collaboration with other music staff. The Music Director rehearses and prepares MCE for performances, conducts necessary rehearsals, and leads concerts and/or appoints guest
The Music Director oversees the Chamber Music Coordinator, Concertmaster and assistant/associate conductors. As an ex-officio member of the Board of Directors, the Music Director participates as an active Director, taking part in mutually agreed-upon Board activities. The Music Director is appointed by a vote of the board of directors.

The Chamber Music Coordinator (JESSICA KOEBBE) is responsible for selecting dates, repertoire, and musicians for each chamber concert in collaboration with other music staff and overseeing the Youth Concerto Competition. They oversee all logistical matters related to chamber music concerts and are responsible for all communication regarding anything the musicians need as they prepare and perform on these concerts. The Chamber Music Coordinator communicates with the chamber musicians and is available to all musicians involved with each concert as needed. The Chamber Music Coordinator is nominated by the Music Director and is appointed by a vote of the board of directors.

The Musicians' Liaison (CONNER MYERS) is responsible for maintaining the musicians database and enforcing the MCE musician policy. All orchestral personnel matters shall be directed first to the Musicians Liaison. The Musicians Liaison assists the Music Director and concertmaster in holding auditions and securing the best-qualified musicians to perform with the ensemble. As member of the Board of Directors, the Musicians Liaison participates as an active Director, taking part in mutually agreed-upon Board activities. The Musicians' Liaison is nominated by the Music Director and is appointed by a vote of the board of directors.
The Concertmaster (NATHAN HUMPHREY) attends and leads all orchestra rehearsals as concertmaster and bows (one copy) of all string parts six weeks before the first rehearsal. The concertmaster shall attend all rehearsals with part prepared, have musical ideas to suggest/discuss with conductor, have one or more fingering options for difficult passages and assist conductor as needed during rehearsals. They meet with the conductor on a regular basis to discuss artist matters and the overall well being of the orchestra. The concertmaster shall assist the Music Director and Musicians' Liaison in holding auditions and securing the best qualified musicians to perform with the ensemble. The Concertmaster is appointed by the Music Director, in consultation with the board of directors and the Chamber Music Coordinator.

The Operations Director (ADAM PAXSON) is responsible for routine website maintain, the master calendar and patron database. They send concert reminders to patrons. The Operations Director assists the Music Director with the procurement of music and equipment and assists with other clerical and administrative tasks as requested by the board of directors. The Operations Director is nominated by the Music Director and is appointed by a vote of the board of directors.

The Assistant Conductor (SARA MCCLURE) conducts and oversees all aspects of the annual ChoralFest concert. They also present and/or organize pre-concert talks. The Assistant Conductor is appointed by the Music Director in consultation with the board of directors and the Chamber Music Coordinator.