

PLEASE READ CAREFULLY

This document is meant to inform all musicians of the Erie Philharmonic's standard operating procedures in relation to auditions for Erie Phil contracts. Please see the bottom of this document for an up-to-date list of vacancies, and breakdown of Erie's pay scale and benefits offered to musicians.

Brief Summary of the Audition Process

1. To apply, submit your resume and a \$50 deposit prior to 1 week in advance of the audition date.
2. PDF excerpt lists will be emailed to you as soon as we receive your application (resume + \$50)
3. You will be assigned an audition hour about a week in advance of the audition. When you arrive and sign in, you will be assigned a specific time within that audition hour.
4. Auto-advance options
 - a. If you submit an audio only recording of you playing all the 1st round excerpts, the Audition Committee will review and may choose to auto-advance you passed the 1st round.
 - b. If you have performed with Erie at least 5 times in the past 2 seasons, the Audition Committee may choose to auto-advance you to the 2nd round if you request it.
5. All auditions will have at least two rounds and may have more than three rounds as needed.
6. All 1st and 2nd round auditions will be behind a screen.
7. The screen may be removed for the final round at the discretion of the Audition Committee.
8. Contracts may be awarded in-person following the final round, or at a later date.

Detailed Breakdown of the Audition Process explained on the following pages

If you intend to audition for an Erie Philharmonic vacancy, please read the following pages of this entire document thoroughly. Each audition will have slight differences, but all will follow this general structure:

Pre-Audition Day

1. All candidates must apply to audition by submitting their resume and cash or a check for \$50.00 to the Audition Manager. The check will be made void and returned to the candidate when they sign-in on audition day. Resumes may be emailed to Personnel@EriePhil.org. The check must be mailed to: Audition Manager, 23 West 10th Street, Erie PA, 16501
2. All applications must be submitted to the Audition Manager prior to the announced application deadline, which in most cases will be roughly one week prior to the audition date.
3. Excerpts for the entire audition process will be determined by the Audition Committee and announced when the audition date is scheduled. Excerpt lists will be distributed to the candidates via email/PDF upon submission of their application for the audition.
4. On the day of the application deadline (roughly one week in advance of the audition), the Audition Manager will assign each candidate to a specific hour that their 1st round audition will take place. The specific time of each candidate's 1st round audition will be determined by random draw, roughly one hour prior to their pre-assigned audition hour. No candidate will be expected to audition prior to their audition hour, and the Audition Manager will do their best to ensure Auditions run on time so that every candidate's 1st round audition will start within their designated audition hour. Candidates are responsible for being ready to audition when the audition committee is ready for them, even if it is not at the exact time the candidate was originally assigned. Auditions may run behind schedule due to extenuating circumstances.

Automatic Advancements into Round Two

1. Candidates will be notified via the initial audition announcement if auto-advances will be made available.
2. Any candidate who either holds a contract with the Erie Philharmonic, or who has substituted with the Erie Philharmonic for at least 5 performances within the previous 2 seasons, may request and an automatic advance from the 1st round to the 2nd round, and their request for an auto-advance ***may*** be awarded at the discretion of the Audition Committee.
3. All candidates have the option to submit an audio recording, and upon review ***may*** be awarded an auto-advance to the 2nd round at the discretion of the Audition Committee.
 - a. Recorded submissions must be audio only, may be in any format (mp3 preferred), and must be emailed to Personnel@EriePhil.org prior to the announced application deadline.
 - b. If a candidate who submitted an audio recording is **not awarded** an auto-advance, they are **still eligible** to participate in the in-person 1st round if they choose.

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- c. If a candidate is awarded an auto-advance, they have the option to skip the in-person 1st round, or they may choose to participate in the in-person 1st round. (If they choose to participate in the in-person 1st round anyway, they will still be advanced to the 2nd round regardless of their performance in the 1st round, but their performance in the 1st round may count towards their overall audition ranking at the conclusion of the audition process.)
 - d. The submission of a recording will be considered as part of the ongoing audition process, and no comments will be provided to the candidates until after the entire audition process is concluded. Comments are not guaranteed and may not be offered.
4. An auto-advance may be granted up to the semi-final round, but all candidates must perform the semi-final round behind a screen prior to being advanced to the final round.

Round One

1. All in-person auditions will be held behind a screen for the 1st round.
2. Repertoire for the 1st round will be determined by the Audition Committee prior to the audition announcement. Excerpt lists will be distributed to candidates via email/PDF after their application has been received.

Round Two

1. All auditions will have at least two rounds. In some cases, the 2nd round may be the final round.
2. All 2nd round auditions will be held behind a screen, unless it is determined by the Audition Committee prior to the 2nd round, that the 2nd round will be the final round, and the audition is for a Principal position. In that case, the screen may be removed at the discretion of the Audition Committee and Music Director.
(*Erie Philharmonic Collective Bargaining Agreement, Article IX, c.*)
3. Once the screen has been removed, that round will be the final round, and no subsequent rounds will take place, except in the case of a tiebreaker round between the finalists.
(The number of finalists in a tie-breaker round will be equal to or less than the number of vacancies being auditioned for, plus one. IE: if there are three vacancies available in the audition, there may be four finalists in that audition's tiebreaker round.)

Round Three +

1. Auditions will continue into subsequent rounds at the discretion of the Audition Committee and Music Director.
2. Contracts may, or may not, be awarded in-person following the final round, or may be awarded at a later date.

Rates and Benefits

Erie Philharmonic's rates for the 2022-23 season are:

Service	\$118.23
Associate	\$124.14 (<i>Service rate + 5%</i>)
Principal	\$141.88 (<i>Service rate +20%</i>)
Doubling	+20% of service rate per service
Overtime	\$14.00 per 15 minutes over service time (<i>services are 2.5 hours</i>)
Per Diem	\$10.00 per double service day
Cartage	\$12.00 per travel day (<i>select instruments only</i>)
Mileage	\$62.50 max per travel day*

**Based on home address. Pittsburgh is max, Cleveland is roughly \$50 per travel day.*

Erie Phil offers these benefits to contracted members and extends the offer to substitute players when possible:

Homestay hosts - (*as requested and when available. Free to all musicians*)

Reduced rate hotel rooms - (*\$69 - \$99 at select hotels only, for all musicians*)

Complimentary (free) hotel rooms - (*Musician waives 1 mileage (\$62.50 max). Available to contracted musicians first, then substitute musicians if possible*)

Free dinner before each performance - (*Available to all musicians*)

Physical therapy sessions - (*Free to all musicians on performances days only*)

Comp tickets - (*2 per musician per performance, by request only*)

Free parking - (*Parking pass required, available for most services*)

Erie Philharmonic is a Sphinx Orchestral Partner

Current Vacancies

Erie Phil currently has these contract positions vacant:

3rd Flute / Piccolo

3rd Clarinet / Bass Clarinet

Principal Trombone

Principal Timpani

Section Percussion (2 positions)

Associate Principal Violin 1

Section Violin 1 (3 positions)

Principal Violin 2

Associate Principal Violin 2

Section Violin 2 (4 positions)

Principal Viola

Associate Principal Viola

Section Viola (3 positions)

Section Cello (1 position)