



Mansfield Musical and Drama Society

## Audition and Casting Policy

*The purpose of this policy is to outline the requirements and process for auditioning and casting for MMuDS productions.*

This policy has been created to ensure fairness and transparency of the MMuDS audition and casting process. We wish to ensure that the enjoyment of its members is at the forefront of all productions, with an emphasis on inclusion. In the interest of fairness and to ensure the best possible cast is selected, the MMuDS committee does not allow a Director to solely cast a show, instead requiring a panel. We believe that this is the best way to prevent favouritism, nepotism or pre-casting.

### **Information night / Formal expressions of interest (EOI):**

- Once a production has been chosen by the MMuDS committee and publicly announced, the shows director or producer shall advise a date for an information night.
- The information night will be attended by the Director and serves as an opportunity to outline their intended vision for the Production along with any casting requirements.
- Auditionees will be provided with an audition form and any supplementary documentation which must be completed in full prior to the audition to be considered for a role.
- Auditionees will be advised of rehearsal and show requirements.

### **Audition Process:**

- Auditions will be held at a nominated date, time and place of MMuDS' choosing. Reasonable effort will be made to accommodate the person auditioning's preference for audition times.
- The Director, in consultation with the Audition Panel, shall decide whether auditions are open (with other auditionees present in the room), closed (everyone seen separately) or a combination of both (small groups). If open, Auditionees when not auditioning will be asked to remain quiet and respectful of fellow Auditionees.
- Once auditions are completed, decisions made by the panel are final and no further discussions will be entered into. The provision of feedback is at the sole discretion of the panel.
- The Director or Producer will personally contact (via phone or email) all those who auditioned and advise them whether they have been successful or not. No one shall be notified of casting until all auditions are completed.
- Once an actor has been offered a role, confirmation of acceptance or rejection of that role must be made in a timely manner.

### **Audition Panel:**

- The production team will for each production appoint appropriate members of the Audition Panel.
- An Audition Panel must consist of 2 or more members, and they must be current financial MMuDS members.
- The auditioning process and selection criteria are at the sole discretion of the Audition Panel.
- Selection for role/roles in a production is at the sole discretion of the Audition Panel.



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### **Principles for Auditions:**

To perform a valid audition, Auditionees will be required to present to the Audition panel the following:

- Where asked, a person will come prepared to audition with material as identified by the Audition Panel.
- Where the Audition Panel has not identified specific material, the person auditioning should come prepared to present their acting/singing ability to their best advantage and, where possible, with relevance to the production.
- The Audition Panel and the person auditioning will participate in good faith in the audition process.
- The person auditioning will be given an equal opportunity to audition for a role/chorus.
- The person auditioning will be given the opportunity to nominate for specific role/roles.
- The person auditioning will be given the opportunity to take on a role for which they did not audition if, in the opinion of the Audition Panel, they are suited to that role.
- The person auditioning will have the option to decline to participate in either a role for which they auditioned or another role for which they have been selected.
- Failure to attend a nominated audition time will, in general, exclude the person auditioning from the production at the discretion of the Audition Panel.

### **Principles for Casting:**

- The Audition Panel will consider suitability of the person auditioning for specific roles in the production having regard but not limited to, acting ability, singing ability, age, gender, teamwork, work ethic etc. with the objective of selecting the best person for the role and the overall look and feel of the production.
- All those involved in a MMuDS production must be current financial members of MMuDS before the date of the first rehearsal and for the duration of the production.

### **Exclusions/Exceptions Roles:**

- Where the Audition Panel is unable to cast role/roles due to a lack of suitable person presenting for audition, they are required to advise the President and Committee of MMuDS and where agreed by the MMuDS Committee, the Director may personally approach MMuDS members or others and canvass their interest in participating in a particular role.

### **General Chorus/Ensemble:**

- Where the Audition Panel considers that they require additional, non-speaking part chorus members, the Director is required to advise the President and Committee MMuDS. The MMuDS Committee and Director (with agreement) will canvass MMuDS members or others for interest in participating in the production as a non-speaking part chorus member and those people may be auditioned.



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***Disputes:***

- The President and Committee of MMuDS will be advised immediately of any dispute arising from the auditioning and casting process for a production.
- Disputes will be managed in keeping with the Grievance Procedures in the MMuDS' Rules of Association.

***Advertising:***

Calls for Expressions of Interest to be in a MMuDS production will be advertised in the community including but not limited to:

- The MMuDS web site.
- The MMuDS Newsletter.
- The MMuDS Facebook page and Instagram.
- Local community Facebook pages.
- Local newspaper.