

Expectations for a Performing Volunteer:

- Have the ability to deliver a live, well-prepared concert lecture, that is at least 8-10 minutes long, about Western classical music at a NSW high-school or primary school (enlisted for The Counterpoint Project's educational outreach) of your choice. More info about how your concert lecture should be structured is found below under the heading "Resources to Help Volunteers Prepare an Exciting Concert Lecture". The specific content of your concert lecture could be about:
 - a piece of your choice that comes from or continues the lineage of Western classical music (for anyone about to pull the race card, please note the composer does not, by any means, have to be Caucasian).
 - a collage of multiple pieces that share a recurrent motif or compositional/performance-related technique.
- Talk in an informal manner that will strongly engage an audience of highschoolers. Slang and humor is great. Rude, indecent language prohibited.
- Confidently address either one or more of the following audience sizes according to your own preference: small (30 people), medium (100 people) or large sized audience (700 people).
- You can re-use the same piece, just not at the same school.
- be able to travel to these schools that you choose to perform a concert lecture at.
- Be able to independently transport your instrument to the school venue, unless you are a pianist in which case you will perform at a school already equipped with a piano.
- Ultimately, everything you do as a volunteer is to further one goal: break the stereotype among the youth that classical music is esoteric and boring
- Attend The Project's member meetings.
- Have commitment. Sorry to be mean but...performing volunteers will be dismissed if:
 - they deliver less than 6 concert lectures within the first 12 months of their membership registration date (I mean, come on, 6 concerts in 12 months totals up to 1 hour onstage = not very long) AND a 75% majority of members present at a meeting vote in favour of the dismissal.
 - They have not attended 4 meetings in a row without a formal leave/holiday notice AND a 75% majority of members present at a meeting vote in favour of the dismissal.

The Application Documents the Performing Volunteer needs

- Minimum Grade 8 AMEB in Performance for the instrument you will deliver your concert lecture with, or an equivalent certificate. You will need to upload this in your application form.
- Working With Children Check and additional checks that schools the Project work with will require for obvious safety reasons (eg. induction). This will be sorted out with us after you fill in the membership application form and you pass the audition.

The Application Process for a Performing Volunteer

1. Fill in the application form in which you will upload the required performance grade certificate and also complete a short, graded quiz regarding the role. Your application will be assessed.
2. Once your application is given the heads up, you will be invited to complete an audition during which you perform a 5 minute concert lecture with any classical piece of your choice.
3. Once you have passed your audition, the Project will help you obtain the required checks to ensure compliance with legal and school safety regulations. When that's done and dusted, you're officially a performing volunteer! We will then train you for the role.

Meetings that Performing Volunteers should Attend

	Annual General Meeting	General Meeting	Ordinary Meeting
How important is meeting?	Very important, formal	Important, formal	Semi-Important
who attends	any members, all executives, chaired by the President	any members, all executives, chaired by the President	any members, chaired by the President
what kind of business occurs	• election of the new executive team • Each executive presents a report of their activities that year • Review The Project's financial statements • Voting for special and ordinary resolutions • dismissing members for reasons outlined in the Constitution	• Each executive presents a report of their activities so far • dismissing members for reasons outlined in the Constitution • Voting for special and ordinary resolutions • Repealing any resolutions passed at a previous meeting	• dismissing members for reasons outlined in the Constitution • Voting for ordinary resolutions • Repealing ordinary resolutions passed at a previous meeting
frequency	once a year in July	Held only if deemed necessary, or by the written application of 20% of members.	at least once every 2 months. Routine check-up ensures everyone is up-to-date.
numbers of days in advance that digital, written notice will be given	21 days	14 days	14 days
venue	in-person and live-streamed for online attendees	In-person and live-streamed for online attendees	online
time length	1-2 hours	1 hour	30 min - 1 hour
Quorum required (within 30 minutes of the start of the meeting before meeting business can occur):	5 administrative members, 5 performing volunteer members	3 administrative members, 3 performing volunteer members	5 executive members

Annual Election

Once a year during the Annual General Meeting, members can be nominated and elected to executive team positions (admin) by any fellow members present at the meeting. Rules below:

- For each particular executive position, each member present can cast exactly one equal vote or choose not to use their vote.
- Voting method is by secret ballot and first-past-the-post.
- If there is a tiebreaker for an executive position, then that position remains unchanged (current office bearer does another term) or it becomes vacant.
- Vacant executive positions are filled via a separate election at a general meeting. This election follows the same rules as the Annual Election.
- Any member can be nominated by anyone (including themselves) for a particular executive position, and are allowed to be nominated for more than one position.
- Old executives can be nominated again for an executive position.
- Non-members may not vote. Members not present at the meeting may not vote. Proxy voting is not allowed.
- If the quorum for the Annual General Election is not met within the first thirty minutes of the meeting, then the Annual General Meeting will be disbanded and rescheduled. Business of the meeting (such as the election) can only commence if the quorum is met within the first thirty minutes.

Voting on Resolutions

- Voting on any resolution (eg. "members should be required to wear pink hats during the daytime" or "Candice should be president") occurs at a general or ordinary meeting, depending on whether this resolution is classed as "ordinary" or "special".
- Any proposed changes to The Constitution are called "Special Resolutions" (eg. desire to change the wording of the constitution). These proposals will be posted digitally in a notice by the Secretary 21 days in advance of the general meeting during which the resolution will be addressed. They'll only be passed given at least a 75% majority vote in favour of it and also given the quorum for that meeting is met.
- Any non-constitutional changes are called "ordinary resolutions" (eg. desire to use The Project's funds for a particular event). These proposals will be posted digitally in a notice by the Secretary 14 days in advance of the ordinary meeting during which the resolution will be addressed. They'll only be passed given at least a 50% majority vote in favour of it and also given that the quorum for that meeting is met.
- Voting shall be by secret ballot, and shall be First Past the Post
- Each member present at the meeting carries one vote for each issue being voted upon.
- Non-members may not vote. Members not present at the meeting may not vote. Proxy voting is not allowed.
- All votes are equal in weight.

- Members don't have to cast their vote for a resolution.
- If there is a tiebreaker, then the resolution will be abandoned for now. It can be proposed again for a new round of votes at a future meeting.

Privacy Policy

- The Counterpoint Project does not store any data related to your ID documents or sensitive background information.
- The Counterpoint Project does not sell, share or distribute a member's personal information or documentation to third parties, except when 1) required by NSW law 2) when requested for school safety compliance 3) when necessary to protect the safety of children or volunteers.
- The Counterpoint Project stores personal information using 1) password-protected digital storage 2) access that is limited to authorised executives only.
- The Counterpoint Project will never disclose more personal information than strictly required.
- The Counterpoint Project will never disclose a member's personal information without said member's consent, except in the emergency event where it is necessary to protect the safety of children or volunteers.
- Records of expired and unnecessary documentation are removed from The Counterpoint Project's active volunteer list.
- Each member has the right to request corrections and access their own personal information.
- Each member has the right to withdraw personal information provided that this withdrawal does not impede fulfillment of membership duties.
- For questions or concerns about privacy, you may contact The Counterpoint Project via email.

Resources to Help Volunteers Prepare an Exciting Concert Lecture

The Project supports volunteers by giving them/recommending:

- A word document scaffold for you to collect your thoughts about the piece/topic.
- instrumental masterclasses, concert lectures performed by artists like Schiff to binge for free on Youtube as well as channels like Grzegorz (Greg) Niemczuk, Denis Zhdanov, Richard Atkinson, Masterclass Foundation
- Incoming: resources on adding flair and humor to speech.
- Opportunity to book rehearsals (free obv because this is an NFP) with another member

As soon as The Project's initial membership team is sorted, we are aiming to build a tight-knit network of team members to support each-other and communicate responsively and in general share the value of music, and have interesting discussions surrounding it.