

CALVIN CHOIR

PURPOSE

The Calvin Choir is to foster the spiritual growth of its members through God's gift of song, to develop a sense of community among its members, to understand the personal and corporate responsibility in leading the Highland congregation in the worship of God, to explore a wide variety of sacred literature, and to share its musical gifts with the community.

WORSHIP

1. **Appearance is important to our united leadership role in worship.** If something causes you to stand out in the choir, then it detracts from our oneness and is inappropriate. Below are just a few guidelines.

- a. Hair styles, ribbons, etc. should blend in rather than stand out.
- b. Earrings should be small posts or the clip-on equivalent, or small loops. Anything larger than the earlobe or that has moving parts are not to be worn.
- c. Be cautious with any jewelry that reflects light.
- d. Be aware of what clothing you wear. Please **wear no jeans or tennis shoes.**

Women — Skirt or pants & long-sleeved blouse or dress (the length of the dress or skirt below the knee [if possible to the ankle])

Men — long-sleeved dress shirt, tie, and pants

Please coordinate the color of pants, skirts, shoes, socks, hose, etc.

2. If you wear a watch with an alarm or carry a cell phone, please see that they are turned off before entering the Sanctuary for worship. It can create quite a distraction in worship.

3. On Sundays, our pre-service preparation begins at 10:35 a.m. On days when we sing at 9:30 a.m., our preparation starts at 9:00 a.m. Exceptions to these times will be noted in the choir announcements and/or schedules.

4. Whenever an offering is collected during a service when the choir is in the choir loft, offering plates will be passed for those who choose to contribute.

5. Avoid any distractions in worship. Remember, we are seen by everyone in the Sanctuary.

MEMBER CARE

1. Cookie Crave is held once a month on the second Sunday at the beginning of rehearsal and fosters fellowship. Members will be asked to volunteer twice a year.

2. When you are absent, please contact the director to find out what information you will need before the next activity.

3. About once a month, there will be cards on the counter on top of the shelves for you to sign. Cards are sent to choir members when they or their immediate family can use our prayers and support.
4. Name tags are worn for the month of September and every Cookie Crave as a way of encouraging fellowship and getting better acquainted.
5. When you must be absent, please sign in the blue binder on the date(s) you are to miss and contact the director prior to the activity to be missed. (The blue binder is located on top of the shelves as a part of the information center.)
6. **Singers who are absent** and have not signed out or contacted the director, will be contacted by a parent during the activity or by the director after the activity to insure that the singer is safe. **Exceptions to this policy will only be made when requested by a parent in writing.**
7. **New choir members** are to set up a time to get acquainted with the director. This will take about fifteen minutes and will include when possible singing scales to hear your voice color and range.
8. For those who choose to share prayer concerns or celebrations, please complete a prayer card and place it in the director's basket before rehearsal begins.

REHEARSAL

1. Promptness to each function is critical to a positive group spirit and our musical success. This holds true for not leaving early.
2. Stay tuned-in during rehearsals. Please do not bring other things to do while rehearsal is going on. Whether you are singing or not, every effort should be made to stay with the director so that time is not lost with repeated instructions, etc.
3. Please keep your talking to a minimum when we are rehearsing an anthem.
4. Our weekly rehearsal is Sunday from 5:00 to 6:00 p.m.
5. With every rehearsal, there will be certain materials needed that are not in your slot. These can include: a sheet of Choir Announcements, worship bulletin & inserts, sign-up sheets, cards, name tags, and PR posters for programs. Please be sure to always check the counter near the alley.
6. Every choir member has a robe & stole, music binder, music folder, hymnbook, and one slot. All these items are coordinated by a number. Please make sure that you know your number and only pick up materials with that number unless told otherwise and return all items to their proper place.
7. Please mark your music with a pencil, NEVER INK. A red pencil is preferred. If you are uncertain about what to mark, then see the director or a choir neighbor.

8. Before asking a question during rehearsal, please consider whether it is crucial to be answered right at that moment. If the answer is yes, then please ask. If the answer is no, please write it down and place it in the director's basket on the counter above the slots. It will be addressed by the next time we meet or included in our next rehearsal. Much time can be saved in rehearsals if we stay focused with the director's intentions.

9. Whenever possible, the choir does sit according to a seating chart. If at any time, you feel that you need to move, please do not hesitate to see the director.

10. The director or his assistant can be available prior to rehearsal to help singers who want some extra work on the music. **Please contact the director.**

MUSIC

1. Immediately following worship, each choir member is to turn in the anthem(s) for that day by placing it(them) on the counter over the music slots. **The director will tell you when to keep music and not turn it in.**

2. To avoid damaging single anthems and/or the music folder, keep large works and collections separately in your slot.

3. If you know at rehearsal that you will not be at worship on Sunday, please place your music on top of the counter as you leave rehearsal.

4. If you are not coming back to the choir room immediately following worship, please hand your music to a choir member around you to turn in.

MISCELLANEOUS

1. Please be aware that people with allergies can be affected by all scented toiletries (hand lotion, hair sprays, after shave, cologne, or perfume). Because we sit so close together, please wear as little of these kinds of items as possible.

2. If you average missing more than three events a month, then you and the director should discuss whether choir is practical and possible.

3. For those of you who have purses, please keep them with you during rehearsals, because the robe room stays open. On Sundays and other singing times, purses can be left in the closet next to the robes.

4. A detailed schedule of the choir's events will be handed out in the fall and spring.

5. Supplies are located on the counter on top of the slots: a) Tape for mending torn music; b) Pencils & a Pencil Sharpener; c) Tissues; & d) Note paper.

6. When you need to give information to the director, a basket is available on the counter on top of the slots.

7. **Scholarships are available** through the choir director for most activities that involve a cost.
8. Choir members and/or their families can contribute to a scholarship fund through the choir director that is used to help all choir members have an equal opportunity to participate in all activities.
9. Solos are open to all choir members. Auditions will be announced. If the singer wants some help with preparation for the audition, it is again up to the singer to seek out the director for assistance.
10. The bulletin boards contain information about arts groups and concerts in the community, news items about choir members, cards and letters from choir members, etc.
11. Choir information sheets and schedules are kept in the information center on top of the shelves.
12. **We will communicate primarily through e-mail.**