

Perth International Dance

Performance Checklist and Guidelines

These Performance Guidelines, one of a number prepared by the Group, has been endorsed by the Committee of the Perth International Folk Dance Group. Other Guidelines include "Guidelines for Teaching Sessions" and "Guidelines for the publication of *Grapevine*".



General Considerations:

The aims of the Performance Group are embodied in the overall objectives of the Group, which are:

- 📖 To promote, teach and encourage the art of folk dancing in Western Australia,
- 📖 To collect and record folk dances from diverse ethnic groups and cultures,
- 📖 To collect and record folk dance music and
- 📖 To perform folk dances and maintain folk dance as a part of the Western Australian culture.

In addition to supporting the above Group aims Performances are useful to:

- 👥 Provide opportunities and challenges for Group members
- 👥 Promote the Group and awareness of the group to the wider community ...

The following should also be considered:

- 👍 Priority should be given to regular annual events nominated or endorsed by the Committee
- 👍 Events should be in keeping with the Group's overall objectives, and should be apolitical, it should always be made clear that participation does not imply that the group endorses an opinion or stance.
- 👍 The Group should be careful if particular charities are involved. Any issues should be resolved by Committee,
- 👍 Events should use familiar halls with adequate facilities; performance space, parking and kitchen and ideally with sprung floors
- 👍 The Performance Group does not exist to make money for the Group but it should cover its costs. Events should aim to be cost neutral or return a small profit.
- 👍 The Group should select events carefully so as not to over-commit itself and its performers,
- 👍 A common programme of dances should be used to perform at several events and reduce the overheads of rehearsals, both in terms of performer's time and the cost of a venue for rehearsals.
- 👍 The interest and any benefit for the dancers (volunteers can be encouraged - Fairbridge tickets etc.)
- 👍 When considering performers for popular events, such as Fairbridge, regular dancers ie those who have performed at events throughout the year should be given preference.
- 👍 Suit the performance location and the travelling time to the majority of the performers,

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- 👍 The time of year; avoiding winter wet or summer heat,
- 👍 The time of the event and the general availability of performers

Dances performed should:

- 😊 Be discussed with representatives of the audience or organisation
- 😊 Be relevant to the audience and the event,
- 😊 Suit the type and size of the audience reached and the nature of that audience, particularly in terms of attracting new dancers,
- 😊 Suit the facilities available stage (size, surface, evenness, and slope) - changing facilities should be taken into account when selecting the mix of dances and costumes required,

Roles and Responsibilities

The Role of the Committee

In respect of performances the Committee should nominate a dance co-ordinator and a choreographer for the year:

The Committee will on a regular basis:

- 👤 Identify and/or endorse regular events at which to perform
- 👤 Endorse other events
- 👤 Endorse expenditure on behalf of the Performance Group
- 👤 Review feedback and address any issues arising
- 👤 Endorse the allocation of tickets to events such as Fairbridge

The dance co-ordinator should

- 👍 Keep in contact with event managers and complete applications for nominated events
- 👍 Liaise closely with Committee and the choreographer
- 👍 Seek and arrange suitable events
- 👍 Confirm facilities, equipment, dates, times etc
- 👍 Communicate with dancers to confirm arrangements, times, dates etc
- 👍 Coordinate promotional material, flyers, information sheets and advertisements
- 👍 Ensure that the group gets payment for the majority of performances
- 👍 Confirm the allocation of tickets for events such as Fairbridge with the Committee.
- 👍 Ensure receipt of payment

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The choreographer should:

Choreograph suitable dances to suit the event and the performers,
Invite and negotiate with key dancers to perform,
Communicate and support the coordinator and dance arrangements,
Act as a 'benign dictator',
Work closely with performers and make them feel positive about their contribution,
Select dancers, ensuring that consideration is given to people's sizes and appearance in costumes; and that strengths and weaknesses are allowed for. *Note that for popular events such as Fairbridge the choreographer should take into account those dancers that have performed at events during the year.*
Make sure that rehearsal time is used effectively and effectively,
Coordinate costume storage and availability,
Coordinate music media and backup,
Liaise closely with the event coordinator,
Nominate a critic and listen to and action their comments on rehearsals.

The Role of Performers covers

Provide input to the selection of dances,
Learn the dances and choreographies,
Attend the majority of rehearsals, with mandatory attendance at dress rehearsals,
Work closely with the choreographer,
Suggest dances, or changes to choreographies, and abide by the choreographer's decision,
Recognise the authority of the choreographer,
Listen to constructive criticism,
Perform in a positive and professional way, arriving on time with full costume,
Warm up before the performances to avoid injury,
Make sure that rehearsal time is used effectively,
Ensure that costumes are looked after, washed as necessary, and returned to the costume coordinator after events (or as required).

Regular events

The following should be considered as a seed list of regular ie annual events, and given high priority:

- 4 Fairbridge Festival; week-end event usually one week after Easter
- 4 Dance Week; held in May

Ad hoc requests

Priority should be given to high profile events such Oz Concert, although care should be taken not to overcommit the Group.

Mundjah

Turkish Republic Celebrations

Multicultural week - September

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Flyers

Flyers are recommended for events in order to promote the Group and to provide the audience with a background to the dances being performed. Check with the organisers before the event and provide a draft if necessary for their review and acceptance. Note that the organisers of some events such as Multicultural Week state that brochures and leaflets should not be handed out at its events.

Flyers should be concise and of good quality and should contain relevant information, dance summaries, details of the Group and information on Monday night activities.

Promotion

Events should be promoted using free articles in Local community Papers, local libraries and similar locations.

Rehearsals

Rehearsals should be:

- ✓ Regular
- ✓ Timely and of appropriate length
- ✓ Timed at convenient times for key dancers

In addition to the above positives they should

- 8 Not be too many in number, as they cost money

Generally there should be no teaching at rehearsals, dancers should know the dances beforehand. Rehearsals should focus on the choreographies and on the style and subtleties of the dance.