



Membership Handbook

2018

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WELCOME (from the Chair of the Board of Directors)

Welcome to the start of the Spectrum Singers first season. I want to welcome you to one of the of the most diverse groups of people that you will ever meet, that sings amazing choral music for all to enjoy. Congratulations on being part of the founding group!!

I hope that you will feel a strong sense of community in this diverse group of singers. We are here to support each other, to sing high quality music, to have fun, and hopefully to change the world in our own little way! Please try to get to know at least one person while you are here tonight. We come from all walks of life, and it is very likely that there is at least one person here who you might connect with. Over time, we'll all get to know each other.

Let the feeling and emotion of the music fill you with energy and warmth and soak up the degree of acceptance that we have. Embrace the diversity, and the opportunities for growth and change. If you can feel the joy in your heart that community and unity can bring, then it will surely come out in the music that we sing.

Bring a smile as often as you can, but also bring your genuine authentic self. If you are suffering, or feeling isolated, or going through hardship, please share with your choir family and let's develop those deep support structures that can last a lifetime. Spectrum Singers are your family now!

WHO WE ARE

Spectrum Singers is a group of singers from Spokane and the surrounding areas that embrace diversity and act as agents of social justice.

- Our choir *family* is made of its members, staff, the board of directors, and volunteers.
- Our choir *community* consists of the choir family as well as all the communities that we network with and connect to. This includes formal relationships, such as our relationship with OutSpokane, and many informal relationships with other local LGBTQ+ organizations. Our community also includes the family members and friends of our members, and all the people who attend our concerts and support our mission.
- Our choir *members* are the singers that make this music happen. Our members include people from all walks of life and represent a wide spectrum of diversity.
- Our choir *staff* currently consists of a volunteer accompanist, however, in the very near future, our staff will consist of a paid artistic director and paid accompanist.

Our Mission

Through the power of song, we empower and unite the community, amplify diverse voices, and serve as a catalyst for positive social change.

Our Values

Community: As a chorus, we create unity in our community by using our voices to raise awareness and support for social justice issues and through community outreach and engagement.

Performance: As a chorus, we strive for musical excellence to entertain and connect with our audience and to advocate and unite through music.

Culture: As a chorus, we radiate positivity, have fun, and put our all into what we do. We promote respect, dignity and professionalism and help our members in their own personal growth and development.

Identity: As a chorus, we take great pride in encouraging an atmosphere of inclusivity. We support and welcome a diverse, intergenerational membership group and set our eyes on the future to bring about a better world together.

Affiliations:

Spectrum Singers is a proud member of the GALA Choruses (www.galachoruses.org), the national organization of over 150 LGBTQ+ choirs.

Spectrum Singers is fiscally sponsored by OutSpokane. OutSpokane is a non-profit organization (501c3) in Spokane that coordinates and executes the Pride Parade and Rainbow Festival.

Commitment to Diversity

We specifically invite and affirm people from all sexual orientations and gender identities. This is a space where people from all sexual and gender minority groups and their allies can find validation, solidarity, and celebration. We also celebrate all other areas of diversity including (but not limited to): race, color, national origin, ability, age, and religion.

History and Context

Spectrum Singers is a proud member of the GALA Choruses (www.galachoruses.org), the national organization of over 150 LGBTQ+ choirs. GALA traces its history back to the formation of the Anna Crusis choir in 1975, which is the first “feminist choir” in the United States. It was not strictly a “gay/lesbian” choir, but was built on the principals of the feminist movement. This choir believed in standing against social injustice of all kinds, and working towards equal treatment of all people, including those related to sexual orientation and gender identity. They became one of the founding GALA choirs and are still in existence today.

At the same time, all across the country, AIDS/HIV was on the rise, particularly among gay men, but no one really knew why gay individuals were getting HIV at such high rates. In religious communities, it was (and still is) common for people to think that HIV was God’s punishment on gay people. In other communities, people were simply scared of contracting HIV and did not understand that it could only be transmitted through blood or sexual contact (not through sharing a public toilet, shaking hands, using the same drinking fountain, etc). Gay men were frequently shunned by their families and friends and were in search of community. They eventually found community with other LGBTQ+ individuals and allies, and developed “families of choice”, who would emotionally support one another in ways that are comparable to what happens in a healthy family. They frequently developed areas of town in major cities where they could feel the safety of other like-minded people around them. There was still great risk in these areas: of riots, police brutality, poor health-care systems, and discrimination, but these communities were still much safer than the communities they came from. Not surprisingly, these communities of gay men were strongly supported by women and transgender individuals. Many of these women were mothers and family of gay children, and many were lesbians, bisexuals, and transgender individuals who also knew what it was like to feel judged because of their identity and who they loved.

One of the most prominent gay communities at that time was the Castro, in San Francisco, which in some ways was led by the activist Harvey Milk (the movie *Milk* is a somewhat fictionalized account of Harvey’s experience). The San Francisco Gay Men’s Choir was founded in 1978 and brought a strong sense of solidarity to this community. Harvey Milk was assassinated in 1978 in the Castro, after only 4 rehearsals of the newly formed choir. The San Francisco Gay Men’s Chorus went on a national tour to the major cities of the US in that next year, and within 3 years, gay choruses were formed in many large cities including: New York, Dallas, Seattle, Los Angeles, and Chicago just to name a few. The GALA network was formed in 1981, and the choral movement grew in leaps and bounds in the following years, leading to the eventual 150 choruses currently involved. Although members of GALA choirs are almost always amateurs, their sound was

frequently on par with the symphony choruses in their towns and they were well respected by the chorale community. As the AIDS crisis increased during the late 80's and into the 90's, gay choirs brought solidarity to their communities during times of great loss. Many of these choirs lost 90% of their membership due to AIDS related deaths during those years. Again, the gay men in these choirs were supported and nursed by the lesbians, transgender people, and allies in their communities. These choirs typically took great pride in their identities and wanted the world to see their sexual orientation and show people just how much they had to offer: loving hearts, incredible voices, persistence through adversity, and much more.

Although much of the movement was occurring in the bigger cities of the United States, a number of GALA choruses also started in more rural environments. People would drive long distances to feel the safety of being with others who shared their identity. But it has historically been much more difficult for people to feel comfortable making their gender and sexual orientations visible in these more rural parts of the country. While the larger cities tend to form neighborhoods of gay bars, LGBTQ friendly apartments, and raise rainbow flags, LGBTQ individuals in more rural places tended to find safety in living more isolated lives, keeping their identity much more quiet and reserved. For example, it is not uncommon for a gay couple to live together for years in a romantic partnership but tell their neighbors and family that they are just really good friends, or that they are family. To be public about one's sexual orientation could easily result in discrimination and even violence. GALA choirs allowed these individuals an opportunity to connect with others without fear of judgement.

In the 1990's, the AIDS crisis eventually decreased as the causes of transmission were identified, and safer practices were adopted. And in the last decade, transmission rates are much lower and survival rates are much higher due to major advances in medication. The motivation for GALA choirs became much less focused on safety and survival, but the missions of solidarity, community, and social justice for all were still very important. In the 1990's and 2000's, there was a boom in LGBTQ+ theory development (frequently referred to as "queer theory") that validated minority sexual orientations and gender identities as being healthy, normal, parts of humanity. And then came the internet, as well as the writings of very prominent bisexual and transgender individuals who brought a great deal of visibility to identities that did not fit well into traditional binary categories. They emphasized how sexual orientation and gender identity are much better represented by various *spectrums* than fitting into categorical boxes. LGBTQ+ people and allies have continued their fight for equality and legal protections including same-sex marriage, a right to serve openly in the military, same-sex couple adoption, and legal protection from discrimination. Many political and social strides have been made in recent years. There has also been an increasing numbers of welcoming church congregations, and Pride events have grown exponentially in the last few years. We now have multiple organizations that support LGBTQ+ individuals, more competent health care providers/systems, and many legal protections. Despite all this positive movement, there is still so much farther to go. Gender and sexual minority individuals are still be denied basic human rights and are still at a major greater risk for health, employment, and residency discrimination; they are still harassed and bullied by their peers; and much more likely to experience mental health symptoms, poverty, and disability.

Although GALA choirs have always tried to embrace diversity as a whole, many choirs have wrestled with how to incorporate transgender, gender queer, and non-binary individuals, especially in a choral context, in which music tends to be divided by vocal part which has traditionally been divided by binary gender. In many cities, a gay men's chorus was created first, followed by the creation of a women's chorus. Because both of these populations had unique experiences and found empowerment in their respective identities, they frequently felt that it was better to keep separate choruses than combine. Although this was great at the time, and these choirs did not intend to exclude anyone, it did mean that sometimes transgender and gender queer people would feel invisible or excluded in these contexts.

In Washington, a thriving gay choral movement began in Seattle which now has over 500 members. Additionally, a gay men's chorus began in the Inland Northwest, but it ended about 15 years ago. Since that time, despite there being many LGBTQIA2S+ people in the area, there has been relatively little visible presence of these minority groups, at least until the last 2-3 years. Although there are many small groups of LGBTQ+ individuals, and a number of welcoming church congregations, there still seems to be a certain lack of unity/connectedness across these groups. There also is not a very solidified public presence, and in many places there still is not an assumption of acceptance. For example, despite every high school in the area having a GSA (Gender and Sexualities Alliance), it is still common for students to not feel that their peers really accept them for who they are. They sometimes experience overt bullying, and certainly still feel a pressure to conform to heterocentric and cisgender stereotypes.

Spectrum Singers comes to Spokane during a time when it seems that Spokane is experiencing a significant change in the visibility of minority populations. Public displays of sexual and gender diversity are becoming more common and are less likely to result in assault or overt discrimination. Same-sex partnerships are being recognized and protected, participation in the Pride parade is growing exponentially, and the politicians in the Inland Northwest are actively courting the "queer vote." We are now in a time when there is greater emphasis on solidarity regardless of sexual orientation or gender identity, rather than separating into individual groups. Although sexual orientation and gender identity are not the same and should not even really be considered related, people within any of these minority groups share many of the same struggles and we find greater strength in fighting against injustices side by side. When it comes to choral singing, many lesbians want to sing alongside their gay male friends, and many allies want to sing with their family and friends who are in sexual and gender minority groups, and many people feel their gender does not really fit into an all men or all women choir, and many bisexual and transgender people want their identities to be visible. Spectrum Singers is part of this movement, where people across the spectrums find strength in their togetherness, to sing together, and fight against all social injustice. Spectrum Singers desires to unite various sections of the spectrum of diversity in the Inland Northwest, from the native 2-spirit community, to the Inland Bears, to the high school GSAs, LGBTQ seniors, Queer Youth and many, many more.

Spectrum Singers not only wants to fight for justice for sexual and gender minorities, but also recognizes the suffering and discrimination of others as well, to end injustices based on sex, race, citizenship status, age, religion, and much more. We understand what its like to be marginalized and want to end this whole system of discrimination and privilege.

Leadership

While the choir could not exist without all of its members, it is primarily led by its board of directors and staff. The staff and board have many tasks including (but not limited to): creating the choir's calendar, choosing the music, arranging rehearsals, organizing fundraisers, representing the ideas of the larger choral body, managing the chorus's finances, networking with community organizers, and much more. Board members are generally expected to serve for 2 years. Board members may be re-elected to future terms, but must be re-elected to the position by the choir, in which other members may be interested in the position. If any member has ideas about the direction of the chorus or any of the ideas above, that member should contact the appropriate committee member or board member, or ask to present at the next board meeting. Please do not volunteer the choir for an event, do not fundraise without the explicit guidance of the board, do not try to split the choir into smaller groups. If you have a grievance, please just bring it to a member of the board, and we will be able to figure out a way to all work together for a solution.

Board meetings are held monthly, generally immediately preceding rehearsals. Board members are expected to be present at all board meetings. Board meetings are open to the rest of the choir membership. Any member who wishes to address the Board must contact the President at least one (1) week prior to the meeting to be placed on the agenda.

The roles of the staff and board are as follows:

Staff:

Artistic Director (Mitch Davey) mdavey@zagmail.gonzaga.edu - The artistic director conducts the chorus and directs all things related to the artistic direction of the chorus. The artistic director upholds the values of the chorus and ensures that its art and music represents its mission. While this person may choose to have a “music committee” or “artistic committee” to help in this process, the artistic director has the final say in choosing music and themes for the concerts, as long as they are in-line with the mission and values of the chorus. The artistic director also conducts the rehearsals, organizes any necessary instrumentation, and conducts performances.

Accompanist (Maura Kegley)

Board of Directors:

Chair (Bobby Kizer) kizer.bobby@gmail.com

Vice-Chair (Grant Stead) spokanesinger@gmail.com

Secretary (vacant)

Treasurer (Jared Schatz) jaredws@yahoo.com

Communication and Marketing Coordinator (Mads Oliver) moliver20@my.whitworth.edu

Development Coordinator (Farand Gunnels) farand72@gmail.com

Membership Coordinator (Jamie Pierce) jmep919@gmail.com

Spirit Committee Co-Chair (Angie Dittrich) angiejosephandjeremiah@live.com

Spirit Committee Co-Chair (Phoenix Lambert) spokanephoenix@gmail.com

Section Leaders (one per section)

Soprano ()

Alto ()

Tenor ()

Bass (Bo Davis) husearstudio@gmail.com

Each section (Soprano, Alto, Tenor Bass) will choose one individual from their section to be their section leader. The section leader’s primary responsibilities are to represent their section to the board, and to facilitate communication between the board and the section. Section leaders need to have good communication skills, need to be willing to send emails or phone calls to the members of their section, and be able to attend one board meeting per month (typically immediately preceding certain rehearsals).

***Music Librarian (Currently Vacant):** The music librarian stores, orders, and keeps track of sheet music for the chorus. The librarian does not need to serve on the board, but this position may be concurrently held by someone who is also a board member.

Committees

The board also organizes a number of committees in order to facilitate the running of many facets of the choir. Each committee must have at least one board member on that committee, and each committee shall report to the board. If you are interested in helping the choir in any way other than singing, please contact the head of that committee and see what you can do to help.

Philanthropy and Fundraising Committee (Coordinator: Farand Gunnels): This committee works on securing funding for the chorus and ensuring that our funders are recognized for their charitable giving. This committee writes grants, networks with local organizations, writes thank you letters to funders, and organizes fundraising events

Membership Committee (Coordinator: Jamie Pierce): This committee works to recruit and retain choir members, keeps a record of membership, and maintains an updated roster.

Spirit Team (Coordinator: Angie Dittrich): The Spirit Team is a group of chorus members who offer spiritual and emotional support to those within the chorus experiencing both joy and sorrow. The Spirit Team exists to honor and celebrate achievements and other events worthy of celebration. We are there as friends and comrades in times of loss, stress or emotional turmoil. The Spirit Team offers compassionate listening, non-therapeutic counsel, transportation support for medical and other appointments, hospital visits, assistance with chores and provides other forms of nonfinancial support for our family who are in need.

Communication and Marketing (Coordinator: Mads Oliver): This committee communicates with the public regarding everything going on in the choir. This committee determines the official statements, graphics, pictures, videos of the choir and communicates them with the public through various media (print, web, radio, etc.). This committee keeps the website up to date, posts events through social media, advertises concert dates, and much more.

CHOIR MEMBER EXPECTATIONS

To participate in the chorus: Members are expected to support the mission of the Spectrum Singers and have a desire to sing and be visible as people who support that mission. You do not need to be a talented musician, nor do you need to identify as being in a sexual orientation or gender identity minority group.

General Conduct Principals

This is a very diverse choir and we want everyone to feel welcome and at home. Keep these general principals in mind:

- Treat others (and yourself) with dignity and respect
- keep yourself and others safe
- communicate often and ask questions when you do not know something
- watch what you say and do not use any language that could be offensive (remember that you do not know the details of people around you, and you can't assume you share the same identity or sense of humor)
- Express yourself in a way that is congruent with your identity and never assume you know someone else's identity
- Respect others' personal space and do not touch a person or their property without their verbal consent

Our choir also has many specific conduct expectations due to specific aspects of diversity. Please read all of the specific rules in the Sensitivity to Diversity section below.

Dues

All members (remember that "member" refers to the singers) are expected to pay dues each year. Dues help pay for music, rehearsal staff and space, and GALA Choruses annual membership. If a member is financially challenged, they can alert the membership coordinator to make arrangements for assistance. Such arrangements are always held in the strictest confidence. Please realize that who pays their own dues and who receives assistance is confidential, and has absolutely no bearing on decisions about anything else in the organization. If you cannot afford the dues, please email the membership coordinator and please do not let finances keep you from participating in the chorus.

Dues are currently \$75 for each major program. At the current time, we expect to have a Fall/Winter program and a Spring program; if we decide to have a summer season, this may require additional dues that will likely be less than \$75. The most convenient way to pay is pay all at once at the beginning of the season. If you need a payment plan to pay in installments, please contact the treasurer and they will be happy to work that out with you. Dues can be paid online through the chorus website, or in person.

Chorus Communication

The official form of communication to chorus members is through our chorus email group. The Artistic Director or member of the board will send out a weekly email (usually on Sunday or Monday) covering details chorus members need to know about upcoming rehearsals, performances, events, etc. A secondary form of communication between chorus members is our Facebook group: Spectrum Singers Members. This is a closed/secret group, which means only members of the group can see postings. The membership coordinator will add you to this group after you join the chorus. Communication through the Facebook group is more frequent; however, official communication from the chorus will always be delivered through the email group.

If you need to ask a question about the chorus in general, or about rehearsals, or even about your music, please first inquire with your section leader. If your section leader does not know the answer, they will contact a member of the board or the artistic director to find your answer. Please email the artistic director only when you have specific musical inquiries.

Learning Music

You are responsible for learning your music in a timely manner. Most of the learning will take place in rehearsals, but you will also need to practice at home. If you do not read music, a member of the chorus (currently the president) will be recording rehearsals and sending these digital recordings via email 1-2 days after each rehearsal. Please listen to these recordings and practice as often as you can. If you miss a rehearsal, this is a great way to stay up to date.

Directory

Members will complete the Spectrum Singers Membership Form providing their name, pronoun, email address, phone number, vocal part, birth month (if they choose to share it), and area of residence (if interested in carpooling). This information will be compiled by the Membership committee and shared with all choir members.

All information is confidential and for Chorus use only. It is not used for commercial solicitation by mail or phone and is not shared with other organizations. The directory is used to keep all members informed of schedule changes and/ or upcoming events.

Please submit any directory information changes to the Membership Coordinator so we can maintain accurate contact information.

Attendance

Regular rehearsals occur weekly, on Thursdays from 7:00 pm to 9:00 pm at the Gonzaga University St. Gregory Choral Hall. In addition, one double rehearsal (retreat) will occur about half way through each season on a weekend day. During the week prior to performances, the choir will have at least one additional rehearsal in the performance space.

- Members must begin rehearsing with the chorus within the first 3 rehearsals of each season
- Members are expected to arrive to rehearsal at or before the start time (7:00 pm) and stay until the end (9:00 pm)
- Members must not miss more than two rehearsals except in the case of very extenuating circumstances. If you will miss, please listen to the rehearsal recordings and come prepared for the next rehearsal. Please let your section leader know if you will miss a rehearsal.

The Artistic Director oversees each rehearsal and performance. Singers are expected to give the Artistic Director their attention and respect the authority of the Artistic Director. Silence all cell phones! As a courtesy to fellow members, singers are asked to refrain from wearing perfumes, colognes, scented hair products, or heavy after-shave. Some singers may have allergies, asthma, or other breathing-related conditions that may be agitated by these products.

The choir strives to be accessible to all members and staff who struggle with health care challenges and/or disability issues. Reasonable accommodations are made for people who are hearing-impaired, sight-impaired, mobility-challenged, physically challenged, and/or have health care concerns; to make participation accessible.

Sheet Music

The librarian will distribute sheet music on the first day that you attend rehearsal, however, the sheet music remains the property of the chorus, not to the individual member. You are expected to bring your sheet music to each rehearsal. You are encouraged to take notes in your music, but **ONLY IN PENCIL**. At the end of the season, all music needs to be erased of its markings, and turned in to the librarian, for use in future choir seasons.

Concerts

Concerts will occur at the end of each season. Before each concert, there will be at least one “tech rehearsal” where the choir will rehearse at the concert venue. Members are required to be at this rehearsal. On the concert night, members will be expected to arrive one hour before the concert to warm-up, make sure their attire is in order, and fully prepare for the concert itself

Concert Ticket Sales

All members are expected to sell at least 5 tickets in order to ensure that our concerts have an audience. This is the primary way that we are able to afford to have the concerts and support the chorus. If we are to financially survive as a chorus, it is critical that you help bring in paying patrons to enjoy our music and support us. You can always sell lots more, but please arrange for at least 5 friends or family or coworkers to attend. Besides, its a lot more fun to sing to a full house.

If you have family that absolutely cannot afford to purchase a ticket, but wants to come and support you, please contact the treasurer, president or vice-president, and we will be able to provide discounted tickets and whatever rate you can afford. Although we certainly need the revenue, we do not want finances to be the reason that someone chooses not to attend.

Attire

Our “formal” attire consists of: *To be determined, based on the direction of the Artistic Director*

Our “informal” attire consists of: *To be determined, based on the direction of the Artistic Director.*

Probably something like Khaki or black bottoms, and bright solid color polo (until we get some custom polos made).

Chorus Members without the proper attire will not perform with the Chorus. If you need financial assistance in order to purchase attire, please let the treasure, president, or vice-president know, and we will find resources to confidentially acquire the requisite attire for you.

Please be aware that our attire is not gender specific, nor is it intended to take away from your self expression. Please make efforts to create unity in your appearance, but also be sure that this expression is congruent with your identity. If you have any questions about attire, please ask.

Performance Protocol

The following protocol is designed to facilitate an enjoyable and professional performance experience for you, your chorus and the audience:

- Be ready to perform at the announced call time.
- Find time to warm-up your voice before call time. Turn off all cell phones and pagers – not silent, not vibrate – but turned off while performing.
- Personal valuables are not secure. Leave them at home if at all possible, or carry your wallet on your person.
- Prior to a performance and at all times while dressed in concert attire, smoking is prohibited.
- The use of alcohol or other drugs not taken as prescribed or directed is strictly forbidden and will result in the Chorus member being asked to leave the premises. Repeated offenses may result in further disciplinary action.
- In the performance space, the Stage Manager is the person in charge. It is imperative for your safety and for the smooth running of the event that you immediately do whatever he/she asks of you.
- Respect the privacy of all guest artists.
- For reasons of security and respect, your guests may not enter the backstage area before, during or after the concert.
- Be ready to go on stage no less than ten minutes prior to each of your stage entrances.
- Be silent at all times in the wings and stage areas of the performance hall.

- You will be standing close together on stage so avoid strong odors such as aftershave, perfume, scented deodorant, cigarettes, alcohol (see above), hairspray, garlic breath, etc.
- Entering the stage: Walk directly to your assigned position and face the audience. Do not talk on stage. Ever. Do not "pull focus" by moving around, rubbing your nose, scratching, picking, etc.
- Gum, food, and drink (including water bottles) are not allowed on stage at rehearsals or performances.
- If you feel ill or dizzy, sit down or exit the stage quickly and quietly. □ Do not leave the backstage area during intermission
- Do not applaud guest artists or soloists while on stage unless directed to do so by the Conductor. Exiting the stage: Leave the backstage area before talking.
- After each concert, avoid entering the auditorium from the stage (you should exit through the stage door/s and walk around to the lobby to meet your friends). If you are wearing a special costume and/or make-up, change your costume and remove make-up before exiting the backstage area.

Performances are a hectic time. Following these guidelines helps tremendously!!! Anyone who does not follow these protocols, or acts in a disruptive or unprofessional manner – onstage or offstage – may be asked to leave the concert venue by the Artistic Director/Conductor, President or Vice President and may face disciplinary action, depending on the nature of the behavior.

GALA Festival

GALA The Gay & Lesbian Association of Choruses organizes a five day choral festival every four years. Usually held during the month of July, GLBT Choruses from around the world gather in unity and friendship to share the gift of song. Member choruses perform for one another, network, socialize, learn, inspire, and return home transformed. The next GALA festival is in 2020 in Minneapolis, MN. The cost of participation is typically approximately \$1,500 if you choose a hotel option of single occupancy. Hotel rooms can be shared between 2, 3 or four people. All members are encouraged to participate and we suggest that you budget for this expense or start fundraising. The chorus will certainly try to help financially if there are members who want to attend, but at this point we are not able to determine if we have the funds to help.

Social Events

In addition to all the singing we'll be doing, the choir supports its members doing many social things. At the current time, the choir does not have any formal social events, but we encourage members to socialize with each other. This might include sections meeting together for coffee or movie nights, or.....

We may begin to have formal social events...stay tuned.

Social Media Policy

Please share upcoming events with everyone in your social media, but please DO NOT post pictures or video of the chorus on social media unless explicitly given permission by the chorus. If you have recordings or pictures that you want to share with family, you may ONLY share this in PRIVATE. If you want to share it with other members of the chorus, please send your images or videos to these members directly rather than on social media. If you would like for something to be shared publicly, please send it to the Communication and Marketing Coordinator, and they (together with other members of the board) will make decisions on what to share, and will share on the official website and facebook group. Again, DO NOT POST PICTURES/VIDEO OF THE CHORUS ONLINE!

Sensitivity to Diversity: Specific Rules of Conduct

Gender Inclusivity: Spectrum Singers is intentionally inclusive of people of all genders. It is never appropriate to assume a person's gender identity or pronoun. When talking about others in the third person, please be respectful and use the individual's correct pronoun, as identified on their name tag, in personal conversation, or on the roster. If you do not know a person's pronoun, please use a gender neutral term such as using their name, or "they". For example, one might say, "I saw that we had a new tenor in the group today, *they* have a really good ability to read music." If a person uses an incorrect pronoun, please offer a very short direct correction and keep going with the conversation. For example: "Mason's pronoun is actually *he*; yes, he certainly did sing that solo well."

One challenge for transgender and non-binary voices is that they might identify with a vocal part that does not match with the traditional sounds made by people with their type of voice box. For example, a transgender woman may desire to sing soprano, despite a long history of singing tenor or bass. Similarly, a transgender man may be in the process of beginning hormones and their voice might be changing and developing. This might cause a different vocal tone and vocal range. In these cases, and many others, it is common for there to be some difficulty in learning how to match all of our voices together. Some voices will have much more vibrato and depth, while others will be breathier and lighter. Do not be discouraged if your voice seems "atypical", this is part of what makes our choir unique and fun, we will find ways to make this work for all.

In our choir, it is not assumed that anyone of particular gender will sing any particular vocal part. Thus, if you are a transgender woman who has the vocal range of a bass, there would be nothing out of the ordinary with you presenting your gender in a more typically "feminine way," and continuing to sing bass. On the other hand, if you felt that singing bass was too "masculine," you could certainly experiment with your voice in attempts to sing soprano or alto. If you have one of these less typical vocal situations and would like some assistance, please feel free to contact the artistic director and/or the president of the chorus, and we will discuss what can be done to help. This might include some private rehearsal time, or some vocal coaching, maybe switching to a different vocal part, or shaping your notes differently. Whatever the case, we want you to feel comfortable. You can find helpful information at <https://galachoruses.org/resource-center/singers/transgender-voices>

For those of you who are used to singing in a traditional chorus, please be aware that you might be singing and sitting next to people that might fall outside of your expectation. Please be respectful and understanding.

Sexual Orientation Inclusivity: The sexual orientation and ideology about sexual and romantic relationships and behaviors is never to be assumed, and always to be respected. Spectrum Singers believes that all people of all sexual orientations, relationship statuses, and family make-up should be respected and affirmed. Spectrum Singers will surely have people from a wide variety of sexual orientations. For example, people may be attracted to people of one gender, or various genders, or sometimes not have any sexual attractions at all. Some people might have very committed partnerships with only one partner, others might be in polyamorous relationships with committed partners, others might have no interest in partnerships or dating, and there are certainly many other sexualities than these.

If someone shares information about their partnerships or behaviors, please be respectful, even if it is different than your own. You may certainly volunteer information about yourself and ask respectful questions to get know someone, but only do so in ways that honor everyone's identity.

Similarly, it is very common for adults to use sexual humor or innuendo, please refrain from doing this! These sorts of jokes can easily be accidentally exclusionary, and sometimes even emotionally triggering.

Inclusivity related to individuals who have experienced trauma/abuse: Incidents of trauma and mental health concerns are statistically more common among members of sexual orientation and gender identity minority groups. There has been a long history of systemic oppression, familial trauma, bullying, and discrimination against these populations that has traditionally been ignored and/or accepted by society. As a result, it is much more likely that many members of Spectrum Singers will have histories that include trauma and abuse. The following guidelines really apply to all people, but are especially important in a context where we know that trauma histories are even more likely:

- Do not touch anyone without specific consent. Before hugging someone for example, ask, “would it be ok if we hug?” (Note, in the case of minors, do NOT hug at all)
- respect boundaries: if a person says “no” to a hug, or avoids a question, or chooses not to attend a social event, respect those boundaries without question. You do not need to understand where the feeling comes from, just understand that it is important to that person and don’t let it disrupt the situation.
- Do not ask about a person’s trauma
- Do not use words that could be perceived as aggressive or derogatory in any way.

Youth Inclusivity

Policies that apply to all because we have youth members (under the age 18)

Spectrum Singers will be intergenerational and include any singer that has the patience for a 2 hour rehearsal and be able to meet all the other requirements of its members. These guidelines will help to protect youth members, prevent impropriety from taking place, and prevent even the mere appearance of impropriety. While I hope none of you would behave inappropriately, it's better to be safe than sorry!

- ALWAYS speak to youth in a manner that is respectful. Avoid conversation or actions that could be construed as being threatening, demeaning or humiliating;
- DO NOT supply alcohol or illegal drugs/substances to anyone in the chorus, especially not to anyone underage;
- DO NOT engage in sexually explicit conversations with any youth or in the vicinity of youth;
- DO NOT share sexually explicit, inappropriate or offensive materials;
- DO NOT engage in inappropriate touching, including lengthy embraces, kisses on the mouth, touching the buttocks, chest, legs or genital areas. Handshakes and "high fives" are the best options!
- DO NOT make assumptions about a youth's gender or sexual orientation. You may wish to inquire politely how an individual would like to be addressed for the purposes of conversation (e.g. "What pronoun should I call you?")
- DO NOT go anywhere private (e.g. bathroom, bedroom, on a trip) with a youth unless another adult is present;
- DO NOT carpool with a youth member unless another adult is present. If you choose to transport youth(s) in your private vehicle, you assume responsibility for any accident that may occur. The organization to which you belong will not assume any responsibility or liability.
- DO NOT be nude or partially nude in the presence of a youth and avoid being in the presence of a youth who is nude or partially nude. The chorus will make every effort to make arrangements for youth to have their own private changing areas, but there is a situation where a dressing room must be shared, please be discreet when changing. For instance, change quickly in a corner of the room rather than walking around for ten minutes in your underwear. Stay in your designated area of the dressing room. Do not stare at someone who is changing.
- DO NOT engage in any sexual behavior with a youth. If a youth initiates contact with you that is sexual in nature, (verbal or physical) put an immediate stop to it and make sure that you have someone else with you every time that you must interact with this youth. You are the adult and consensual, sexually suggestive contact is not allowed under any circumstances. Any complaints received will be investigated immediately.
- Do not share any information you may have about a youth (e.g. "he's gay" or "she's MTF"), even if the information may seem harmless to you. Remember what you may consider to be harmless may be considered harmful to others.

If you observe anyone in violation of the guidelines listed here, or if you observe any other behaviors that may be considered questionable, please report the incident immediately to the leadership of your organization (e.g. board member, artistic director, President or V.P.). This will help to protect everyone involved.

Anti-Harassment and Anti-Bullying Policy

The most productive and satisfying creative environment is one in which we come together in a spirit of mutual trust and respect. Harassment is a form of discrimination that is offensive, impairs morale, undermines the integrity of our mission and causes harm to the productivity and stability of our organization.

All members of the chorus have a right to learn and sing in an environment free from discrimination and harassing conduct, including bullying and sexual harassment. Discrimination and harassing conduct on the basis of a chorus member's race, color, creed, ancestry, national origin, age, disability, sex, marital status, sexual orientation, and gender identity is expressly prohibited under this policy.

In general, harassment means persistent and unwelcome conduct or actions on any of the basis specified above. Harassment also includes sexual harassment and bullying. Harassment on any basis (race, sex, age, disability, etc.) exists whenever the conduct interferes with any chorus member's practice/performance experience or creates an intimidating, hostile or offensive environment at chorus-related activities such as rehearsal, performance, chorus-sponsored gatherings and anywhere chorus members are gathered to represent Spectrum Singers to the public.

Unwelcome verbal or physical conduct of a sexual nature includes, but is not limited to:

- The repeated making of unsolicited, inappropriate gestures or comments of a sexual nature;
- The unwelcome display of offensive, sexually graphic materials

Bullying is unwanted, aggressive behavior that involves a real or perceived power imbalance. Bullying includes actions such as making threats, spreading rumors, attacking someone physically or verbally, and excluding someone from a group on purpose. Bullying behaviors happen more than once or have the potential to happen more than once.

There are three types of bullying:

1. Verbal bullying is saying or writing mean things. Verbal bullying includes:
 - a. Teasing
 - b. Name-calling
 - c. Taunting
 - d. Threatening to cause harm
2. Social bullying involves hurting someone's reputation or relationships. Social bullying includes:
 - a. Leaving someone out on purpose
 - b. Telling other chorus members not to be friends with someone
 - c. Spreading rumors about someone
 - d. Intentionally embarrassing someone in public
3. Physical bullying involves hurting a person's body or possessions. Physical bullying includes:
 - a. Hitting/kicking/pinching/slapping
 - b. Tripping/pushing
 - c. Taking or breaking someone's things
 - d. Making mean or rude hand gestures with the intent to embarrass, disrespect or humiliate

Harassment may be subtle, manipulative and is not always evident. Sexual harassment does not refer to occasional compliments of a socially acceptable nature. Bullying does not refer to infrequent and/or inadvertent hurtful conduct. Both refer to behavior that is not welcome, repetitive and personally offensive.

Grievance Procedure

Any chorus member who believes they are being harassed or any chorus member who becomes aware of harassment, should promptly notify their Section leader, President, or Vice-President (whomever they feel most comfortable approaching).

Resolutive Action

Once notified of a harassment complaint, the Leadership team or a Leadership-appointed representative will investigate the complaint with impartiality and in as confidential a manner as possible. This exploration may

include direct interviews with involved parties and, where necessary, with chorus members who may have knowledge of matters relating to the complaint. The parties of the complaint will be notified of the findings and their options.

Non-retaliation: This policy also expressly prohibits retaliation of any kind against any chorus member bringing a complaint or assisting in the exploration of a complaint. Such chorus members may not be adversely affected in any manner related to their involvement in chorus activities. Any reasonably perceived retaliation may result in additional disciplinary action.

Disciplinary Action

Spectrum Singers views harassment and retaliation to be among the most serious breaches, counter to our coming together to form an intentionally safe community. Consequently, appropriate disciplinary or corrective actions, ranging from a warning, to probationary expectations, to expulsion from chorus, can be expected.

Expectations and Conduct Agreement

By signing below, you are stating that you have read the Spectrum Singers Member Handbook and agree to abide by the codes of conduct and meet membership expectations outlined in the Handbook. These expectations include (but not limited to) the following:

- Engage in a respectful manner at all times, being aware of the diversity of the group and acting accordingly,
- Attend rehearsals regularly, making every effort to miss no more than two rehearsals,
- Perform at the concert at the end of the program,
- Obtain and wear concert attire to the concert,
- Sell at least 5 tickets to the season concert,
- Be particularly mindful of the fact that we have youth as part of our chorus and agree to monitor your and others behavior to ensure age appropriate behavior.
- Pay dues of \$75 per major program: please bring cash or check (made payable to: “**OutSpokane**”)
 - o If you need a waiver/reduction in dues or payment plan, please contact the Membership Coordinator, Jamie Pierce jmep919@gmail.com to make arrangements
 - o Online payments will also be available soon at www.spokanespectrumsingers.com

Signature _____ Date: _____

Printed Name: _____

Parental Consent for Youth Participation

If you are under 18, the president or vice president will need to meet with your parent/s or legal guardian/s to ensure that they understand the guidelines and expectations of your participation and give consent for you participate.

Instructions to Youth: Please read the Handbook or have an adult review the expectations with you, and then sign the **Expectations and Conduct Agreement** above.

Instructions to parent/guardian: Please read the Handbook and explain the expectations in age appropriate terms with the youth you are responsible for. By signing below, you are stating that you:

- have the legal right to give consent for the designated youth (minor who is under that age of 18) to participate in the Spectrum Singers,
- have read the Handbook and understand the expectations and codes of conduct,
- and give your consent for the designated youth to participate.

Youth's Name: _____

Parent Signature _____ Date: _____

Parent Printed Name: _____

Media Use Consent Form

Internal sharing of media:

At times, an official of the choir would like to take pictures and/or video and share them with other members of the choir (such as in a newsletter, email, or private facebook page). Please indicate if you are comfortable having this type of media shared with members of the Spectrum Singers.

I give my permission for media to be shared with other members of the choir

I do NOT give my permission media to be shared with other members of the choir

External sharing of media:

At times, an official of the choir would like to publicly publish photos or video of the choir, such as on our public facebook page, the newspaper, or other media outlets. For example, videos from concerts could be used in our advertising and select performances could even be recorded and sold for fundraising. These media will be chosen carefully by our Communication team with every effort to preserve respect and dignity. Please indicate if you are comfortable having this type of media shared with the public.

I give my permission for pictures and video to be shared publicly on social media as determined by the Communication Committee

I do NOT give my permission for pictures and video to be shared publicly on social media as determined by the Communication Committee

Please be aware that Spectrum Singers does not have the ability to control the behaviors of the public and cannot be responsible if someone who is not a member of Spectrum Singers publishes or shares something publicly. For example, if we sing at a public event, it is certainly possible that a member of the audience could post a picture online. Please be aware that by participating as a member of the chorus, it is possible that media of you will inadvertently be shared by someone in the public.

Signature _____ Date: _____

Printed Name: _____

If you are a youth member:

Signature of parent/guardian: _____ Date: _____

Printed Name of parent/guardian: _____

Spectrum Singers Membership Form

Please take a few moments to share a little bit more about you. Please print clearly so we ensure that we have an accurate record. If you have any questions, please see your Membership Coordinator.

<hr/> First Name	<hr/> Last Name	<hr/> Date Of Birth No year necessary unless under 18	<hr/> Zip Code
<hr/> Prounouns They, Them, Theirs She, Her, Hers He, Him, His Or any others	<hr/> Part(s) that you prefer to sing	<hr/> Phone Number	
<hr/> Email Address			

Are you interested in carpooling to practice? Yes or No

If yes, share your neighborhood/area/city here and we can see if there are any matches.

Do you like to be recognized for your birthday? Yes or No

Are you under 18 years of age? Yes or No

If yes, we are so excited to have you're here!! There are just a couple steps. We will need to have your parent/guardian sign a permission form and meet with members of the leadership team. Please see your Membership Coordinator for more information.

Are there any skills other than singing that you would like to share? (i.e. set building, fundraising, costumes, arranging music) If you need more room, use the back 😊

We are so excited to have you join the Spectrum Singers. Please make sure that you let your Membership Coordinator know if there are any changes in your contact information.