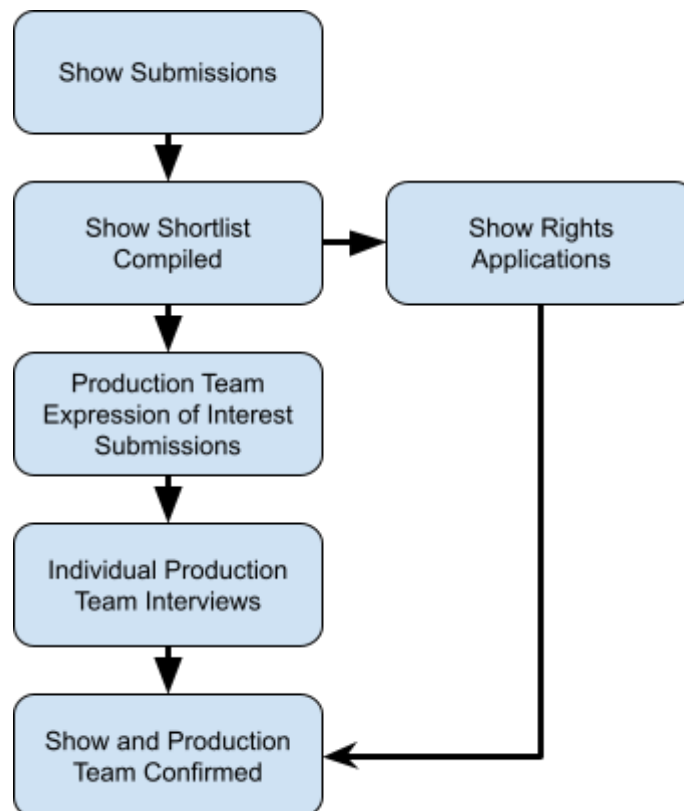


## Major Show Proposal Process

For all major shows (not Cabarets), the MUSOC Exec follows a consistent process for selecting the show and Production Team. This ensures consistency and a fair selection process. It also ensures that MUSOC produces shows that our members want to see and/or be involved in.

### The Process

The show proposal process has several phases which follow one after another. The diagram below outlines what the phases are:



### Show Submissions

An online form will be made available for **registered members of MUSOC** to suggest what shows they would like to see put on (if you aren't sure of your membership status, contact the club secretary at [secretary@musoc.org.nz](mailto:secretary@musoc.org.nz)). Any member can suggest shows irrespective of whether they want to be on a production team, perform, be in the crew or just want to see the show done! Members can suggest more than one show each if they desire.

As part of the submission process, you will be asked why you think the club should put on the show. As an Exec, we are looking for a show that fits a few criteria:

1. Is the show able to have a large involvement for our club members? Cast, crew, tech, band and others.
2. Is the show technically very demanding? Will we be able to cast the show with the talent available? Can we achieve the look and sound that the show requires (in sound, lighting, costumes, singing, dancing, and acting) with the resources and performers available?
3. Is the show appropriate to a primarily university/student based audience as well as to the wider community demographic?
4. Has the show already been presented in Christchurch recently?

## **Show Shortlist Compilation**

After show submissions close, the Exec will work to compile a shortlist, from those submitted, of the shows they think are most viable for the club. The review of shows will consider what is logistically, financially and technically feasible as well as the interest of club members. The completed shortlist will then be published for members.

## **Show Rights Applications**

Once the shortlist has been confirmed, the Exec can begin applying for rights for the shortlisted shows. This gives us the best chance to gain rights. We will wait for confirmation on rights availability before final selection of a show and production team.

## **Production Team Expressions of Interest**

Once the show shortlist has been published, the Exec will put out a call for individuals interested in being part of a show production team. People will have the option of expressing their interest for single, multiple or all the shows shortlisted. They will also be able to denote what roles they would like to apply for.

When all applications have been received, the Exec will consider the composition and spread of applicants among the shortlisted musicals. They may choose to interview individuals for particular roles if there is competition or a need to hear more creative vision.

Note that the Exec will be considering all applicants for production team roles as individuals, rather than complete teams. This ensures maximum fairness for all applicants. While we welcome members discussing ideas for shows, pre-forming teams is unlikely to have much bearing on a show's selection.

## **Individual Production Team Member Interviews**

Time will be allocated to interview any production team candidates the Exec would like to hear further information from. In general, meetings will consist of the single candidate and representatives from the Exec. Interviews will focus primarily on the role(s) applied for and any creative vision for relevant shows. Note that not all roles or individuals are likely to require interviewing!

## **Show and Production Team Confirmation**

The Exec will make the final selection of the show after rights availability is confirmed. Those selected for the production team will also be approached for final confirmation. Once enough of the Production team has accepted their role, the show can be publicly announced.