



## The Boys and Girls Choirs of Grace Church in New York

# *Choir Parent Orientation*

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### **Mission Statement**

The Grace Church Choir Program seeks to sustain and strengthen the rich tradition of choral offerings at Grace Church by fostering a community for everyone celebrating excellence in music and God's love for all. The Choir Program welcomes singers and musicians who desire to celebrate and extend this ministry undertaken by Grace Church.

### **Program**

#### **Three Tiers**

- Novices
- Junior Choristers
- Senior Choristers

#### **Officers**

- Optimus/Optima
- Lead Choristers
- Choir Jobs – Roll Taker, Music Library, Pencils, etc.

#### **Stipends and Scholarships**

- *Stipends.* Standards, Salary and Extra Salary are payable to chorister by check twice a year
- *Scholarships.* Payable to parent by check at the end of the year
- *Awards.* At the Choirmaster's discretion

#### **Professional Personnel**

- *Organist and Master of Choristers.* Patrick Allen
- *Organ Scholar.* Mary Pan

#### **CHOIR CAMP 2016 TUESDAY 6 SEPTEMBER – for all choristers that are back in town.**

2:00 to 6:30 pm. The day to start with ice cream in the Yard. Come to 802 Broadway to enter and exit the building for Choir Camp.

Parent Orientation Meeting at 5:30 p.m. in the Reception Room of the Parish House.

#### **Rehearsal Schedule**

- *Weekday morning arrival time is between 7:00 and 7:15 a.m. Many choristers bring their breakfast and eat together during this time in the Reception Room.*
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- *Treble Boy Seniors.* Tuesdays and Thursdays 7:15-8:10am. *Tenor and Bass Boys:* Sundays 1:00-2:00pm.
- *Senior Girls:* Wednesdays and Fridays 7:15-8:10am.

- *Senior Boys and Girls:* Sundays 1:00-3:00 after certain Sundays
- *Juniors. All:* Tuesdays 5:00-6:00 Rehearsal, followed by 6:00-6:30 Evensong.
- When Evensong does not take place rehearsal is 5:00 – 6:30 p.m.
- *Junior Boys:* Thursdays 7:15-8:10.am *Junior Girls:* Fridays 7:15-8:10am
- *Novices.* Girls on Tuesday 3:20 – 4:30pm and Boys on Fridays 3:20-4:30pm

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- *Special Rehearsals:*
  - *Seniors – Boys and Girls .:*
  - Thursday December 15 5:45-9:00pm for Christmas Eve Service
  - Saturday April 15 8:30-10:30 am for Easter Service
  - Thursday April 27 5:45-9:00 pm for Senior Concert

Senior Boys Only:  
 Sunday October 2, 1:00 – 3:00 for Benjamin Britten

Senior Girls Only:  
 December 10 9:45-12:00 for Britten’s Ceremony of the Carols Evensong

- ***Required Holiday Services (Seniors Only):***
- A Festival of Nine Lessons and Carols December 24 8:00pm,
- Easter Sunday April 16 9:00 and 11:00 am services.
  
- *Seniors:* April 28 The Annual Choir Concert and Reception.  
 Juniors and Novices should attend to listen.
  
- ***Juniors and Novices: Special Rehearsal week*** with Dr. Barry Rose from January 17-22 in preparation for Junior Treble Music Concert and Whiting of Novices on January 22 at 4:00. *With parents permission, Seniors are welcome to participate as Senior Mentors and work on leadership skills as they inspire and support the younger choristers. Given the box below up to you if you want to keep this paragraph*

**Rehearsal Schedule for the Ninth Annual Concert of Music for Treble  
 Voices with Dr. Barry Rose January 17 – 22, 2017  
 Required for all Novice and Junior Choristers**

Tuesday:

3:20 – 4:30 Third Grade Choristers  
 5:00 – 6:30 Fourth and Fifth Grade Choristers

Wednesday to Friday

All Novice and Junior Choristers  
 3:20 – 5:00 p.m.

Rehearsal Schedule for the Ninth Annual Concert of Music for Treble  
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Continued

Saturday 9:45 – Noon  
Dress Rehearsal for Concert – All Choristers

Sunday Call at 2:15, Concert at 4:00

Senior Choristers should attend and listen!

Required Sundays for all Novice and Junior Choristers

September 11 Beginning of 122nd Season of Choirs  
Sunday Morning Call: 10:15 a.m.

October 16 Benjamin Britten (Boys only- 4:00 p.m. sit with your parents in the  
congregation and listen)

November 20 Grace Church Sunday  
Sunday Morning Call: 10:15 a.m.

December 4 – Novice and Junior Only Service Sunday Morning Call: 10:15 a.m.

December 11 Britten Evensong (Girls only - 4:00 p.m. sit with your parents in the  
congregation and listen)

January 22, 4:00 pm Dr. Barry Rose Concert for Treble Voices.  
January 22<sup>nd</sup> Call: 2:15 p.m.

January 29 – Novice and Junior Only Service Sunday Morning Call: 10:15 a.m.

May 14 Mother's Day and Elevation of new Seniors  
Sunday Morning Call: 10:15 a.m.

May 21 – Novice and Junior Only Service Sunday Morning Call: 10:15 a.m.

## Required Sundays for all Novice and Junior Choristers Continued:

June 11 End of 122<sup>nd</sup> Season, Choir Appreciation Sunday and Church Picnic  
Sunday Morning Call: 10:15 a.m.

- *Sunday Services and Afternoon Rehearsals:* Mandatory for Senior Choristers. Optional for Juniors and Novices except for Required services outlined above and below and in the Handbook.

### After School Choir Coaching and Voice Lessons

- *Vocal Coaching.* Mandatory for Seniors; Optional for Juniors.
- *Scheduling.* Sopranos: Wednesdays 3:30-4:30; Thursdays after dismissal for an hour; Shaving Club: tbd. Four lessons required in Fall; Six required in Winter/Spring. Advance sign-up required.
- *Sign Up Sheets:* Posted on the bulletin board outside the music room. Sessions take place in Dr. Allen's office. (See Website for more details.)

### Trips, Special Projects and Recordings

- *Trips.* A trip is planned ever two to three years so that every chorister has a chance to go on a special concert tour. Summer of 2015 took the choir to France – Paris, Rouen, Normandy and Chartres.  
*The annual fund raising for the Choir Special Projects Fund is vital for the support of this and future trips. We are always raising money for current and future offerings/projects simultaneously, our results effect every choir family.*
- *Recordings.* To be announced.
- *Special Projects.* Several are in the works and information will be shared as they come together.

### Communication:

**WEBSITE:** [www.gracechurchnyc.org](http://www.gracechurchnyc.org)

CLICK: MUSIC

CLICK: login

username: helfenstein

Password: Stanfordlives1894

**CHOIR SCHEDULES 2016 – 2017:** REMEMBER Kathy's Link to our Goggle Doc Schedules, they are ready to go for 2016-2017: <http://gchoirsched.info/home.html>

## Code of Conduct

### Attendance

- *General.* Call or email if you cannot come. 254.2004 or [helfenstein@yahoo.com](mailto:helfenstein@yahoo.com)
- *Absences or Lateness.* Penalties apply unless excused
- *Leave of Absence.* Consult Handbook
- *Dates of Required Attendance for All Choristers for 2015-2016.* Consult Handbook (on website) for full schedule . Consult Choir website weekly for updates and changes.

### Church Conduct

- *Dress Code for Services and Offerings.* Appropriate Sunday clothes with dark shoes
  - *Boys.* Dark dress shoes (no sneakers) with dark socks, white collared shirt and tie, black or navy pants (no khaki)
  - *Girls.* Black or navy dress shoes (no sneakers, open-toed shoes, sandals, clogs or flip flops), white, black or navy socks or tights or nude-colored hose, dress or skirt that is appropriate for church, no collar showing above the cassock except a simple white collar, no noticeable hair ornaments
  - *Choir Clothes Closet.* Appropriate clothes available for borrowing
- *Rehearsal Drill and Service Drill.* Enter at 802 Broadway at 7 am (not before) on weekdays and 9:45 am on Sundays
- *Communion.* Receiving only a blessing is perfectly appropriate
- *Dismissal.* After the Daily Prayer for Choristers

### Social Conduct

- *Expectations and Standards of Behavior.* Respect, attentiveness, teamwork, commitment and accountability
- *Misconduct.* May result in suspension, fines or termination
- *Wrongful Treatment.* Should be reported immediately
- *Feedback.* Provide to the Choirmaster

### Contract

- Agreement to Read the Handbook

## Choir Parents' Commitment

### Important Role of Choir Parents and Choir Parents' Contribution

- Year Round - Choir Parent Helpers: Service Choir Parent Helper and Sunday Lunch, Evensong Helper
- September - Vestment Fitting and Care
- November - Grace Church Sunday
- November- Thanksgiving Pie Sale
- December - Annual Christmas Party, Annual Christmas Carol Service
- January -Amahl and the Night Visitors
- January- Special Junior Evensong with Dr. Barry Rose and Reception
- April - Annual Easter Breakfast and Annual Concert Reception
- June - End of the Year Raffle
- Fall and Spring - Social Events, Newsletter
- All Year - Photography, Alumni Relations, Social Media, Recording, Publicity, Choir Steering Committee

SignUp Genius link for the above here: under construction – link to come soon.

*Thank You!*

*Schedule Boxes without page breaks for  
convenience:*

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