**OMTA SENIOR COMPETITION   
and   
MARILYN WITCHER JUNIOR HONOR COMPETITION**

**COMPETITION CHAIR**

Revised June 2019

-Member of the OMTA Auditions and Competitions Committee Attend meetings held at the state conference or any called by the VP for Auditions and Competitions

-Be familiar with most current **Policies and Procedures** in regards to payment/mileage reimbursement for all judges and awards.

-Be familiar with rules as it pertains to all OMTA Competitions (posted on the OMTA website).

-Be familiar with the **Rules and Requirements** of the **Sr. Competitions** **and Marilyn Witcher Competition** posted on the website under the menu: **Auditions and Competitions**

Timeline:

**June-July** of the previous year – Solidify a competition site, date and entry deadline in April for the following year that doesn't conflict with ACT or SAT testing. Update any policy changes and make sure the dates and sites are sent to the webmaster to post on OMTA website by June 30.

**December 1** - Try to secure two piano judges for the April competition; one out of state and one in-state. Confer with the OMTA State Pres. or VP for Auditions and Competitions before deciding whom to ask.

**February:** Email a customized OMTA Judging contract to the piano judges (reflecting the payment of $35/hr for in and out-of-state judges) and a tentative schedule. Include info such as description of meals and housing OMTA will cover (See Policies and Procedures). Ask judges to return a signed copy no later than February 15.

**One month before:**

Contact the OMTA President-elect to determine the scheduled times for the Winners’ Recitals at the conference so you can create the invitation to give to the winners who might want to perform at the conference.

**As entries are received:**

**Sr. Competitions:**

Check the teacher's status for payment of dues (Must be paid by June 30 unless a new member).

Check all repertoire submissions to make sure the composers are found on the MTNA Repertoire list. Repertoire must reflect reflects the proper style period qualification.

**Marilyn Witcher:**

Check the teacher's status for payment of dues (date) and certification (must be nationally certified)

Check repertoire and composers qualification on the MTNA Repertoire list

**Immediately after the registration deadline:**

Ask the webmaster for the entry information in a spreadsheet format by instrument and grade.

Depending on the amount of piano/instruments/vocal entries registered, determine the number of rooms needed. Schedule all entries and assign performance and vocal times. Determine separate schedule for Marilyn Witcher piano competition using the same piano judges.

If needed, **secure any additional adjudicators** (voice/ instrumental) and mail a contract to be signed and returned ASAP. Include a job description, a tentative schedule, a copy of the critique sheet, and the purpose of the competition.

**For piano,** make up the schedule, assigning a 10-minute warm-up period for each student in a designated warm-up room.

Based on the total performance time for each student - try to allow the judges 3-5 minutes beyond that to finish the critique. The maximum performance time is 15 minutes. The entrant will be stopped at 15 min but not penalized should the performance reach that time limit. The time between pieces is not counted.

Schedule all students in groups of 9th/10th and 11th/12th - preferably by grade unless there are schedule requests.

Allow time in between the warm-up (5 min minimum) to get the performance room. Schedule time for the judges to confer and select winners/alternates/honorable mentions after each group and then schedule a tentative time for the announcements of the winners and presentation of the cash awards.

ASAP - Notify the teacher via email of the competition site and map, the student’s entrance number, warm-up and performance time and a tentative time when the winners will be announced.

Check for conflicts of any students entering more than one category: (voice and piano)

Solicit help from participating teachers to assist with jobs at the competition (runners, check-in table, set-up, etc.) Notify them of their duties and time to serve. Make sure you have a separate time-keeper to record playing time of each piece.

**One week before:**

Print winners certificates for all instruments 1st place winners as well as Marilyn Witcher.

\*Request cash awards from the treasurer based on the possible amount of winners awarded.

Post schedules, include a student number, name, teacher, both pieces with composer. Use this same list (by grade) for each category as a judge’s worksheet – EXCLUDING the student and teacher names.

Print (and fill out) critique sheets for every participant (x2 for the piano) - one for each judge. Color- coding the critique sheets by instrument (and piano by grade) can help in sorting at the end of the day.

**The day of the competition:**

Arrive early to post signs, practice schedules, set-up tables, etc.

Ask a separate person to deliver cash awards close to the presentation time.

Ask judges to separate possible winners' critiques sheets *as they go,* to ease tabulation at the end of each group. Sort critiques and label names for quicker announcement/disbursement during the announcement time.

**Winners to be selected:**

**Marilyn Witcher:** One winner should be selected- as warranted. An alternate may also be selected. There is no limit for honorable mentions.

**Piano:** Judges should select 2 winners from each group (9th/10th and 11th/12th) as warranted.

Judges may select up to 2 additional winners at large for a total of 8 winners for all grades.

Up to 2 alternates may also be selected from each group. There is no limit on awarding honorable mentions.

**cont.**

**Voice and instrumental:** Each category may have *up to two winners* (if warranted) and two alternates as warranted. There is no limit for honorable mentions.

+Voice (2): 9th-10th, 11th-12th

+Woodwinds (2): 9th-10th, 11th-12th

+Strings (2): 9th-10th, 11th-12th

+Brass (2): 9th-10th, 11th-12th

+Harp (2): 9th-10th, 11th-12th

+Percussion (2): 9th-10th, 11th-12th

**Immediately after the Competition:**

Judges contracts should be submitted to the treasure (using the on-line form) ASAP.

Email a list of the Marilyn Witcher and all the Sr. Competition winners (by instrument), their teachers and their grade to the **VP for Competitions**, the **Conference Chair** and **Webmaster**.

Note the deadline for winners to submit their recital info (on-line) for the conference. Work with the recital chair regarding programming performers for recitals or master classes.

\*It is the responsibility of this Chair to keep this list of duties *updated* and on file when a copy is requested for the Officer's Handbook Revision every 2 years.