

Auditions Procedure

All shows being undertaken by Nomads will be cast after an audition process. This process may be open to all, to members of Nomads, (or Young Nomads), or, in particular situations, by invitation. In this latter case, the board will have been informed of the decision and the reasons behind it.

When the audition date is booked, the Board will be furnished with an outline of the cast, (Sex, age, characteristics, etc.)

Directors may wish to undertake a 'read or sing through' prior to auditions. This will inform as to the likely interest in auditioning and enable the Director to confirm the main characteristics of cast members and the manner in which they may be required to play the part. No parts will be awarded at this stage.

The 'read through/sing through' may be advertised at the same time as the auditions.

Auditions will be advertised as much in advance as possible;

- Members will be contacted by newsletter, letter or electronically, or by telephone including text or voicemail message.
- Advertisements may be placed in appropriate newspapers or magazines.
- Where ever possible, auditionees will be offered a reserve date if unable to attend on the prime audition date/time.
- A member of the Board or Production Committee (not involved in the production) will be at all auditions.
- Each auditionee will be permitted to audition for as many appropriate parts as he/she wishes.
- All auditionees will be given the same opportunity to audition for each appropriate part.
- No part will be awarded to any person who has not auditioned.
- No individuals will be given prior knowledge of the outcome of an audition.
- Successful auditionees will all be informed of the outcome at the same time. Except in the case of small cast plays, this will be by letter, text or email, or published on the Society's website and/or notice board at the theatre.

Guidance For Directors On The Audition Procedure

Due to the new GDPR guidelines, you must ensure that all details of auditionees are kept securely, for instance a list of names, numbers and email addresses are not to be compiled by handing around a clipboard for people to add their details to. Individual slips of paper may be handed out to obtain information, and then collected in and kept securely. Contact information must then be destroyed after that particular show has ended.

1. Directors should appreciate that auditions for stage and film are one of the very few occasions when individuals put themselves into an interview situation, following which they are given no feedback and where there is virtually no explanation of the process or decisions made.
2. It is understood that, in Nomads, the Director carries the ultimate decision for the casting of each part in a show. In musicals particularly this may be as a result of discussion between Director, Musical Director and Choreographer. Where a Director has an Assistant, that individual will be involved in the process but the final decision rests with the Director.
3. As a result of the above, it is incumbent upon Directors to ensure that the process is as fair and transparent as possible. While Directors are not, generally, required to account for their decisions, all those who auditioned, whether successful or not must feel that they have been part of a suitable process.

4. Directors must appreciate that auditioning can be a stressful and complicated time for many members and the feelings of success or failure often far outweigh the significance of the part.
5. The Board appreciates that long before a play is cast there may well have been discussions on who may be appropriate for a part and who may wish to audition. While it is entirely appropriate for a Director to invite one or more individuals to audition, no suggestion must be made as to the eventual outcome of the audition.
6. In the event of the Director not being able to cast one or more parts after one audition, a system of 'call backs' may be used to provide the Director, or their Production Team with more information upon which to reach a decision.
7. All auditionees should be informed of the outcome of auditions at the same time. In small-cast plays this might be by word of mouth at the end of the process. In larger cast auditions this should be by method informing everyone at the same time i.e. text message or phone call or e-mail or letter. An appropriate format is attached; please note that the content should emphasise the positive! Please also ensure your letter lists your entire cast and the first rehearsal date/time and venue.
8. The Board and the various post holders who need this information should be informed at the same time.
9. In the event that a Director is unable to cast a show, the Board and Production Committee should, similarly, be informed.
10. The Production Secretary should record contact details for all auditionees using the appropriate form attached.