

# Eastman-Rochester New Horizons

Rochester ■ New York

## MEMBER HANDBOOK



Eastman Community Music School,

Eastman School of Music

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<http://www.rocnewhorizons.org>

<http://www.esm.rochester.edu/community/newhorizons/>

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Welcome to **Eastman-Rochester New Horizons!** The purpose of this handbook is to provide useful information to new members and to serve as a reference for all members. Enjoy your journey into our musical community!

## **Mission Statement**

The mission of the Eastman-Rochester New Horizons Program is to enhance the musical experience of adults by providing the opportunity for them to perform music in an ensemble. Embracing the concept that adults can learn to play an instrument or sing at any age, the program is open to beginning and experienced musicians of all levels. New Horizons provides opportunities for its members to grow musically and to enjoy rehearsing, playing, singing and performing with others.

## **New Horizons Philosophy**

The New Horizons Program exists for the enjoyment of its members. No previous background in music or on an instrument is necessary to join. All participants are welcome! Some members are just beginning a new instrument, while others are reconnecting to their past musical experiences.

New Horizons members are integral to the direction and the essence of the program. The Eastman-Rochester New Horizons program is a vibrant collaboration between members, the conductors and the ECMS Director. The conductors, mentors, and the resources of the Eastman School of Music lend musical expertise and administrative support.

There are no auditions for the program. Members select the ensemble(s) in which they wish to participate. Consulting with conductors and section mentors can be helpful in this process.

The social component of New Horizons is very important. Members socialize during breaks at each rehearsal and at events held during the year.

## **New Horizons and the Eastman School of Music**

Eastman-Rochester New Horizons is a program of the Eastman School of Music. Members pay tuition to the Eastman Community Music School which, in turn, helps to pay for our music, conductors, mentors and rent. The ECMS identification card will give our members free or reduced admission costs to most Eastman School concerts and recitals for which there is a charge to the public.

## Program Overview

The Eastman-Rochester New Horizons program started as a single band in 1991. It has grown to include several bands, orchestras, a chorus and a number of smaller ensembles. These smaller ensembles are based on particular instrument groupings and/or emphasize particular music genres. Directors of these ensembles may limit participation in them based on size constraints or a player's ability to perform a group's typical repertoire. Additional information about all of the ensembles is available in this handbook and on the member website at [www.rocnewhorizons.org](http://www.rocnewhorizons.org).

## New Horizons Program Council

The purpose of the New Horizons Program Council is to facilitate communication and decision-making among the New Horizons members, the conducting staff and the Associate Dean of the Eastman Community Music School. The council discusses ideas, suggestions, and issues of concern expressed by the members. In addition, the council will act as an advisory group to the conductors. The meetings are open and New Horizons members are encouraged to attend.

The core membership of the Program Council includes a representative from each ensemble (generally of 15 or more members) and several functional committees. Conductors and staff from ECMS are ex-officio members.

The officers of the Program Council are:

- Chairperson
- Secretary

The standing committees of the Program Council are:

- Website Committee
- Marketing Committee
- Development Committee

Also:

- Facility Liaison
- Gig (Performance) Coordinator

The Program Representatives from groups of 15 or more members:

- Big Band
- Jazz Ensemble
- Chorus

- Clarinet Choir
- Symphonic Band
- Symphonic Orchestra
- String Orchestra
- Green Band
- Green Jazz Band
- Green Strings

## Organizational Chart

See [www.rocnewhorizons.org/theprogramcouncil](http://www.rocnewhorizons.org/theprogramcouncil) to view the Organizational Chart.

## Email Policy <sup>NEW!</sup> – For the Member Rosters on [rocnewhorizons.org](http://rocnewhorizons.org)

To enable Eastman Rochester New Horizons communication with members concerning matters pertaining to the program and its ensembles, members have been requested to provide an email address. Those addresses are included on the roster of members of the various music ensembles (collectively, the “Roster Email Addresses”). However, members have expressed their desire to limit emails. Therefore, the Website Committee in coordination with the Program Council has established the following policy regarding use of the Roster Email Addresses for communications to all or subset groups of ERNH members.

1. Group emails using the Roster Email Addresses shall only be used for communicating information that directly pertains to Eastman Rochester New Horizons or the rehearsals, performances or activities of an ERNH ensemble.
2. For privacy purposes, group emails using members’ Roster Email Addresses shall be sent using the blind copy function.
3. The Website Committee shall maintain the Roster Email Addresses.
4. Group email communications using the Roster Email Addresses from the **rocnewhorizons.org** website shall only be used by the Program Council Chair(s) or the Website Committee.
5. Access may be given to a Program Representative of an Eastman Rochester New Horizons ensemble with the approval of the Program Council Chair(s) or Website Committee. Upon such approval, the Website Committee shall create a special page for the Program Representative giving access only to his/her ensemble members’ emails. The email should pertain directly to the rehearsals, performances or activities of the Program Representative’s ensemble.

## New Horizon Ensembles

The following sections includes information about the band program, the orchestra program, the vocal program, and the smaller ensembles.

### The Band Program

The bands are open to both new and experienced players who wish to make music with others. Band members have many opportunities to perform at various venues in the community and at the Eastman School, including an annual spring concert at Kodak Hall at the Eastman Theatre. In addition, guest conductors may periodically volunteer to conduct a rehearsal of the combined bands.

- **Green Band:** An ensemble for beginning and inexperienced players, or those wishing to refresh their skills.
- **Symphonic Band:** A group for intermediate and advanced players that expects a higher level of dedication and personal practice.
- **Red Band:** The Red Band is an ad hoc band that may be assembled for specific performances. It has a limited number of players - typically around 40. The Red Band is made up of members from the Symphonic Band who volunteer to perform at outreach concerts throughout the community. The Band Gig Committee schedules concerts in collaboration with conducting staff.
- *Note: Conductors may add a Concert Band for intermediate players should the number of players warrant.*

### Band Selection

The choice of which band to participate in is an individual decision. Consulting with the conductor is advisable. Members should give careful thought about their own level of development as compared with the expectations of a particular band when making this selection. Consider that selecting a band that is well beyond your capabilities may not give the desired results and may negatively affect the band you have selected.

### Section Rehearsals and Mentors

Experienced Eastman School of Music students and/or musicians from the community act as mentors for the major instrument groups of the Symphonic band. The weekly section rehearsals they conduct promote better playing together as sections and personal musical growth. Attendance is expected at section rehearsals as well as band rehearsals.

### Parts Assignments

Where two or more parts exist for a section, these parts may be rotated among the players from piece to piece. The opportunity to play solos may also be shared. The mentors can help in establishing a fair mix of parts and solos.



## Performances

The bands typically play three formal concerts a year, one in the fall, a holiday concert in December and one in May. This spring concert is held in Kodak Hall at Eastman Theatre.

### Concert Attire for Symphonic Band

**Winter season:** Red shirt. Black below the waist. The red polo/golf shirts with the Rochester New Horizons Band logo are preferred.

**Summer season:** Red shirt. Khaki below the waist

**Formal concerts:** Men: dark jacket or dark suit, dark shoes and socks. Women: black top, black bottom, dark shoes.

### Small Ensembles

There are several small group ensembles within the New Horizons Program. Most small ensemble members also play in another band or ensemble. See page 11 for more information about small ensembles.

- Big Band - Based on music of the 30s, 40s and 50's 17-piece big bands
- Jazz Ensemble - Also in "Big Band" format from a variety of jazz genres
- Green Jazz - Similar to Jazz Ensemble but for beginning or "new to jazz" player.
- Antique Brass - Plays brass quintet arrangements
- Brasso Profundo - Tubas & Euphoniums
- Clarinet Choir
- Flute Ensemble
- Saxophone Ensemble

### The Orchestra Program

There are three ensembles in the New Horizons Orchestra Program:

- **Green Strings:** A string orchestra for beginners or returning-to-the-instrument players.
- **String Orchestra:** An orchestra for advanced string players.
- **Symphony Orchestra:** A full orchestra with advanced string players and the usual complement of winds, brass, and percussion instruments.

Each ensemble is directed by either an advanced student from the Eastman School of Music or a professional music educator. The ensembles rehearse weekly following the school calendar. Each of these ensembles typically presents two concerts each year, one in late fall and one in late May. Although private lessons are not required, participants will find them helpful. Lessons are available through ECMS. The groups are described below.

## **Green Strings**

The New Horizons Green Strings is a program for adults who are either new to violin, viola, cello, or bass, or wish to brush up on their technical, musical, or ensemble skills. Rehearsals encompass a variety of topics, including practicing music selected by the instructor, rhythm exercises, string technique, ensemble playing, and practice following a conductor. Participants are encouraged to share their questions, successes, and struggles, among themselves and with the instructor to provide a welcoming and encouraging learning experience.

## **String Orchestra**

The New Horizons String Orchestra is a program for advanced string players (violin, viola, cello, bass). The music selected by the instructor comprises a wide variety of original and arranged pieces: Baroque, Romantic, Classical, Bluegrass, Contemporary, etc. Weekly rehearsals of the selections emphasize ensemble playing with focus on section balance and technique to obtain the sound desired by the instructor.

## **Symphony Orchestra**

The New Horizons Symphony Orchestra has the usual complement of instruments: strings, brass, woodwinds, and percussion. This ensemble is for more advanced musicians. The emphasis is on ensemble playing to obtain the section balance and sound desired by the instructor. Repertoire selected by the instructor typically includes originals and arrangements of a wide variety of orchestral music of all genres.

## **Smaller Ensembles**

Eastman-Rochester New Horizons offers enrollment for several types of small ensembles. Groups like Antique Brass, Brasso Profundo, Flute and Saxophone Ensembles provide additional playing opportunities for interested members.

**Clarinet Choir:** The Clarinet Choir has about twenty members of intermediate to advanced skills. This Choir rehearses at **Brickstone by St. Johns** once a week. They perform several local concerts per season. In addition, they have been invited several times to perform at the International Clarinet Association including Austin TX, Baton Rouge LA, Orlando FL, Knoxville TN and Denver CO.

**Jazz Ensemble:** The Jazz Ensemble is an active twenty-plus member group that plays jazz arrangements, requires a higher level of playing ability and performs several local concerts each season, including a performance at the Rochester International Jazz Festival. Permission for enrollment should be obtained from the conductor.

**Green Jazz Band:** The Green Jazz Band is a group for beginning or new to jazz players with some instrumental experience. About two dozen band members focus on the basics

of jazz music including swing, rock and Latin genres. They perform at least twice a season at Kilbourn Hall.

**Big Band:** The Big Band has about thirty members that play Big Band music of the 30's, 40's and 50's. An ever-popular group, they perform several local concerts each season, including a performance at the Rochester International Jazz Festival. This group features more advanced players and permission for enrollment should be obtained from the conductor.

## **New Horizons Vocal Program**

The Eastman-Rochester New Horizons Chorus follows the New Horizons philosophy and mission. Members of the New Horizons Chorus have a wide variety of vocal experience. Some singers have never participated in a choir but others have spent years singing in church and community ensembles. Emphasis is on the joy of singing for beginners and more experienced alike. The New Horizons Chorus provides a setting for an enjoyable experience and an opportunity to grow as a vocal musician.

**Rehearsals:** Rehearsals are foremost for enjoyment, but also to identify and practice those skills which will lead to performances that delight not only audiences but the singers as well. Another goal is to improve the speaking and singing voice of the members. Each rehearsal begins with physical movement intended to prepare the body for the production of vital tone and followed by work on a particular vocal skill such as breath control, vowel formation or articulation. The chorus performs a wide variety of music for concerts often relating to a theme. The repertoire spans different time periods and a wide range of genres.

**Performances:** The New Horizons Chorus performs in different venues throughout each semester, concluding with a recital performance at the Eastman School of Music. The chorus has performed in Eastman's Kilbourn Hall, Hatch Hall and Lowry Hall. It has also performed at the noon-time series *Eastman at Washington Square* and a wide variety of nursing homes in the Rochester area.

## **Rehearsal and Concert Decorum (Instrumental Ensembles)**

### **Concerts**

Players should arrive 30 minutes prior to the performance time and have their music placed in performance order in a black folder.

Raise your instrument to playing position at the director's signal (unless you will not be playing the first few measures). At the conclusion of a piece, hold your playing position

until the conductor lowers his or her hands. The few seconds just before and just after a piece belong to the piece.

When invited to stand, face the audience. This is our "thank you" to the audience for coming and applauding.

## Rehearsals

Be in place, warmed up and ready to play when the conductor is on the podium. If you must be late, please wait for the end of the piece to be seated. When on the podium, our conductors and mentors deserve full attention. Save conversation for the break. Playing your instrument when the conductor or mentor has stopped is discourteous to the conductor and to those around you. Learn your part at home. Rehearsal is the time to come together and improve as an ensemble. At the end of a rehearsal, leave your chair as quickly as possible so that you are not delaying the start of the next rehearsal or those who are replacing the chairs.

## Announcements

In order to maximize practice time, only announcements that are directly related to band/ensemble activities may be made during rehearsals, preferably at breaktime. Information about other activities may be put on a table in the rehearsal hall or on the member website for members to see.

## Emergency Information Forms, ECMS ID Cards and Name Tags

**Emergency (Medical) Information Forms:** Members should complete the Rochester New Horizons Emergency Information Form and keep it in the front of their music folders.

**ECMS Photo ID:** New members should obtain a University of Rochester/Community Music photo ID. Members may stop at the Eastman Community Music School office at 10 Gibbs Street to have a photo taken and to get their ID.

**Name Tags:** Name tags are available from the ensemble representatives and help members get acquainted with other members.

## Rehearsal Space

The Eastman Community Music School rents specific rooms at the First Unitarian Church for use by the New Horizons Program. It is important to understand that the rental

agreement does not include the use of the church office or staff, copiers, or telephones. New Horizons musicians are expected to follow the guidelines of this agreement.

**First Unitarian Church**  
**220 S. Winton Rd.**  
**Rochester NY 14610**

## **Buildings and Grounds Usage by New Horizons**

1. **BE ON TIME!** As a safety precaution, the front doors will be LOCKED EXCEPT as follows:

Tuesday, Wednesday & Thursday:

Unlocked 8:15 AM to 9:15 AM

Unlocked 10:40 AM to 11:30 AM

Unlocked 12:15 PM to 12:30 PM

**The doors should never be propped open.** This is to provide safety for everyone in the building, adults and children, from attack by active shooters and from other potential harm. Churches have been targets for this. State regulations pertaining to nursery schools also require locked doors.

### **THOSE ARRIVING LATE WILL NOT BE ABLE TO ENTER THE BUILDING**

2. **Food or drinks** are to be consumed either in the rehearsal rooms or outside. As always, no food or drinks (except water) are permitted in the sanctuary.
3. **Wearing masks** inside the building is encouraged but not required.
4. **Parking.** Use the upper and lower parking lots on the north side of the building.
5. **15-Minute Spaces.** The parking spaces marked for 15 minute use only are reserved for the Winton Road Nursery School student drop-off

**THESE SPACES ARE NOT TO BE USED BY NH MEMBERS, MENTORS, OR CONDUCTORS.**

6. **On snowy mornings,** please do not arrive before 8:30 am. The church staff needs time for plowing and salting the sidewalks and parking lot.

## Entry & Foyer

Enter the church through the main doors only. The side entrance is reserved for access to the Winton Road Nursery School. Note front door open hours above.

The hallway along the right (north) side of the Sanctuary is for the exclusive use of the nursery school as required by regulations. **Do not exit or enter the sanctuary via the doors that lead to this hallway.**

## Sanctuary and Classrooms

New Horizons rents specific rooms at specific times for rehearsals: Sanctuary, Gilbert Hall, Chapel, rooms 211-212, 217, 219, 220, 224, and 228. Please check the lobby monitor to see the location of your ensemble rehearsal along with the start and stop times. No other rooms should be used for practicing, even if doors are open and they appear unused.

Instrument cases should be kept either in the classrooms or in the Sanctuary.

At the end of each classroom rehearsal, make sure chairs are neatly stacked, windows are closed and lights are off.

The church makes available a few music stands for our use. Please return stands to the storage rack following rehearsals.

Smoking anywhere in the church is prohibited.

## Church Staff, Office, and Workroom

Only the New Horizons conductors and the New Horizons/Church liaison are to go into the church office. Members should see them if there is need for communication with the office staff. Feel free to contact Sue Ames, who is currently serving as liaison, at [samesRN@gmail.com](mailto:samesRN@gmail.com) or 585-737-1229 with questions or concerns.

Check for missing items in the **Lost & Found** bin in the workroom (located in the hallway past the door to the church office). We do not have access to anything else (e.g., copiers) in this room, including the storage of instruments or other items.

## Emergency Equipment for Health Emergencies

There is a First Aid kit and an AED (automated external defibrillator) located in the hallway on the right past the elevators. There is also signage in the foyer directing you to the equipment.

## Cancellations

If a rehearsal is cancelled for weather or other reasons, the conductors of the day and the Associate Dean of ECMS will make a decision by 7:15am.

**If rehearsal is cancelled:** The Associate Dean will contact Eastman School of Music, and the directors of NH ensembles affected on that day. The directors will then notify their groups, mentors and the church by email or other means. Some ensembles might have their own phone chains. If so, this phone chain should be enacted at this time.

**If you do not have email,** please make arrangements for someone to call you.

## Emergency

Report the problem immediately to the church office (the door on the left just beyond the main entry doors when coming from the Sanctuary). Call or ask the staff to call 911 if necessary.

There is a defibrillator and first aid kit near the mailboxes on the 1st floor.

Although the AED cabinet says (Trained Responders Only), if there is no trained responder present and an AED is appropriate to use, we have been advised that someone should go ahead and activate it. As soon as it is turned on, clear, concise directions are given for its use as well as CPR instructions. In addition, a call to 911 should also be initiated and they can give instructions over the phone on how to use the AED and perform CPR.

## Clarinet Choir Rehearsals



**Please note:** The **Clarinet Choir** rehearsals take place at:

**Brickstone by St. Johns. 1325 Elmwood Avenue. Rochester NY  
14620**

## Websites and Facebook

There are several websites with more information about the New Horizons program. **Registration Information** is found on the ECMS website.

**Member Website:** This website was developed and is maintained by members of the program. It includes a variety of information about performances, musicians, conductors and mentors. It also features audio and video recordings of New Horizon performances and a member section that includes photos and short biographies of New Horizon members. Click here: [www.rocnewhorizons.org](http://www.rocnewhorizons.org).

**Sheet Music Repository:** This website contains the sheet music used by most of the ensembles. The music may be downloaded or printed from this website. Those

ensembles not represented get their music from the conductor. Click here: [www.rocnhmusic.org](http://www.rocnhmusic.org)

**Eastman Community Music School Website:** This website is maintained by the Eastman School of Music. It contains information about the various ensembles but also includes the **important links for registering** to be in the New Horizons. Click here: [www.esm.rochester.edu/community/newhorizons/](http://www.esm.rochester.edu/community/newhorizons/)

**Eastman-Rochester New Horizons Facebook:** Visit the member Facebook page at [Rochester New Horizons Music](#).

**New Horizons International Music Association Website:** The Eastman-Rochester New Horizons is member of the **New Horizons International Music Association (NHIMA)**. NHIMA provides networking support to the growing family of New Horizons groups worldwide. Their website is: [www.newhorizonsmusic.org](http://www.newhorizonsmusic.org).

## Outreach

### Play It Forward

Founded in 2013 by New Horizon members, Play It Forward is a community outreach program for Rochester city school children. The program fosters the creative joy of making music, teaches the benefits of self-discipline and teamwork, and enhances the student's capacity and motivation for academic achievement. New Horizon members work with students in their classrooms at various times throughout the school year. Play It Forward provides:

- Tuition scholarships for private music lessons at ECMS for Rochester City students.
- Preparation for competitive audition programs such as the School of the Arts and the Eastman School of Music Pathways Scholarship Program.
- Tuition scholarships for the ECMS summer Adventure Music Camp.

Play It Forward is funded in part through grant applications and private donations.

## New Horizons Apparel

Apparel and other items with the New Horizons logo are available in a variety of styles, colors, and sizes. Purchasing any of these items at <https://rksboutique.net/new-horizons-1> or by going to Instant Monogramming at 1150 University Avenue, Suite #9.



## Member Scholarships

There are several need-based scholarship funds available. Those seeking financial support may apply for a scholarship. Click on the following link and fill in the form on the Eastman Community Music School website.  
<https://www.esm.rochester.edu/community/tuition/>

## Snowbird Policy

Some members spend the winter months in a warmer climate. Members who are gone four or more months are asked to notify the ECMS office by December, and they will be billed for the fall semester only. All are welcome to attend rehearsals for the balance of the school year at no additional charge when they return. Members are welcome to participate in the New Horizons spring concerts if they are able to attend several rehearsals prior to the concerts, feel comfortable playing the music, and will contribute positively to the ensemble.

## Program Support

Donations help support the current and future operations of the Eastman-Rochester New Horizons program.

### **New Horizons Endowed Fund**

A University of Rochester invested fund in which a percentage of its earnings provide ongoing support. The University plans to maintain this source of funding indefinitely, ensuring the community's access to life-long, collaborative music making opportunities and educational experiences through the New Horizons program.

### **New Horizons General Program Fund**

A current use fund is a giving option for those who wish to contribute to the New Horizons program without their money being invested in the University's endowment.

To learn more about these funds, please contact Danielle Abramson at [dabramso@esm.rochester.edu](mailto:dabramso@esm.rochester.edu) or 585-474-6509.

## Play It Forward

A community outreach program that provides tuition scholarships for private ECMS music lessons and summer music camps.

## Online Donations

Donations may be made online at the Eastman Community Music School website. Click [here](#) to go to the ECMS donation page. Scroll down to Eastman Community Music School to select one of the New Horizons funds.

## Donations by Mail

Checks may be mailed to:

Office of Advancement  
Eastman School of Music  
26 Gibbs Street  
Rochester NY 14604

Note: Include the fund to contribute to on the memo line of the check.

## New Horizons History

Founded in 1991 by Dr. Roy Ernst, the Eastman Rochester New Horizons is a program of the Eastman Community Music School, a division of the Eastman School of Music. Dr. Ernst taught at Eastman for 25 years and chaired the music education department for 12 years. He started the very first New Horizons Band at the Eastman School as a model program that would provide an entry point for group music-making for adult beginners and a comfortable re-entry point for adults who played music in their younger years.

From its modest beginnings in 1991, with a limited number of members playing under the direction of Dr. Ernst, the Rochester New Horizons Program has expanded and flourished. The Eastman-Rochester New Horizons Program has now grown to include several bands, jazz ensembles, string and symphony orchestras, a chorus and several small ensembles. Enrollment has grown to over 200 members.

Rochester's model program led the way to an ever-growing number of New Horizons Programs. Currently, there are over 200 New Horizons groups in the U.S., Canada and abroad. Rochester New Horizons is a member of the New Horizons International Music Association (NHIMA), which provides networking support to the growing family of New Horizons groups worldwide. See <https://www.rocnewhorizons.org/history> for more New Horizons history.