

Alamo Chapter – AGO

Substitute List Participant



Placement on the Substitute Roster

There are many benefits to participating as a substitute on the Alamo Chapter's official roster. Some include: experience, exposure, networking with local musicians, extra income, and even occasional opportunities for permanent job placement.

The opportunity to participate as a substitute on the Alamo Chapter's sub roster is a benefit of membership in the AGO. If not a current member of the AGO in good standing, then the applicant must apply for membership within (3) months. (*)

Competent substitutes lend credibility to the service that the chapter provides. Therefore, the chapter must be able to make placement recommendations from its list with confidence. In addition to a phone interview with the Placement Coordinator, participation as a substitute on the chapter's roster requires the applicant to possess at least **(1)** of the credentials listed below. (see #12)

Substitutes must abide by the Code of Ethics and Code of Professional Standards of the AGO whether or not they are members at the time, and should exhibit the same professionalism expected in any other position, e.g. preparedness, respect and punctuality. To view these documents, go to <http://www.agohq.org/about/index.html>.

Over the years, the chapter has received helpful feedback via follow-up evaluations with those who have utilized the chapter's placement services. The vast majority of comments received are positive. Should the chapter receive negative feedback about a substitute, the Placement Coordinator will contact the individual. Feedback warranting greater attention will be brought to the Executive Board for further discussion.

Requests to be placed on the substitute list should be directed to the Placement Coordinator at: placement@alamoago-satx.org.

**Please SAVE this form after downloading.
Once completed, save again and send to the email above.**

1. NAME:

2. MAILING ADDRESS.

Street: **Apartment number, if applicable:**

City: **Zip:**

3. CONTACT INFORMATION:

Cell Phone:

Home Phone:

Work Phone:

4. E-mail:

5. Are you a current member of the Alamo Chapter of the AGO? (*) YES No

6. In which faith traditions/denominations do you feel most comfortable subbing: (check all that apply)

- | | | | |
|---|------------------------------------|---------------------------------------|---|
| <input type="checkbox"/> Baptist | <input type="checkbox"/> Methodist | <input type="checkbox"/> Presbyterian | <input type="checkbox"/> Episcopal |
| <input type="checkbox"/> Roman Catholic | <input type="checkbox"/> Lutheran | <input type="checkbox"/> Synagogue | <input type="checkbox"/> Non-denominational |
| <input type="checkbox"/> No preference | | | |

Other: (please specify)

7. Style of service you feel most comfortable playing: (check all that apply)

- Traditional Service Contemporary Service Blended services (mix of trad. & contemp.)

Additional Comments:

8. Instrument preference: (check all that apply)

- Organ Piano Keyboard

Additional Comments:

9. Are you comfortable directing from the bench? YES NO

10. Do you also wish to be contacted to play for: (check all that apply)

- Weddings Funerals/Memorial Services Quinceañeras

11. When are you generally available?

- | | | | |
|--|---|---------------------------------------|---|
| <input type="checkbox"/> During the week | <input type="checkbox"/> Saturday | <input type="checkbox"/> Sunday | |
| <input type="checkbox"/> Morning only | <input type="checkbox"/> Afternoon only | <input type="checkbox"/> Evening only | <input type="checkbox"/> Anytime of day |

Any specific days to avoid?

12. Please check at least (1) of the following credentials:

- AGO Guild certification (SPC, CHM, CAGO, AAGO, FAGO) **Specify:**
- A degree or artist diploma in organ performance **Specify:**
- Sponsorship/recommendation by at least (1) AGO board member (past or present) who has heard the individual play. **Recommendation by: (please provide copy)**

A recommendation from an organ instructor at an institution of higher education.
Recommendation by: *(please provide copy)*

An audition scheduled by the Placement Coordinator consisting of prepared hymns/service music and basic sight reading of hymnody. *(Office use: Audition date & time:)*

13. Please provide some general information on your fees. (You may list a fee range.) (Note: This information assists the Placement Coordinator in providing the contracting institution/individual a working list of possible subs. The Alamo AGO Chapter DOES NOT provide this information to the contractor otherwise.) For more information regarding fee schedules and salary guidelines, please refer to the AGO national guidelines:

<http://www.agohq.org/profession/indexsalary.html>

a. Worship Service:

b. Worship Service with (1) rehearsal:

c. Wedding:

Do you attend the wedding rehearsal? Yes No

c. Funeral/Memorial Service:

d. Open to negotiation: Yes No

e. Other information:

14. Additional Comments: *(e.g., other skills you feel beneficial to a sub position)*

Don't forget to SAVE your completed form and resend to the email address above.