

2009 AGO / QUIMBY REGIONAL COMPETITIONS FOR YOUNG ORGANISTS

CHECKLIST FOR REGIONAL COUNCILLORS

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NOTE: All discussion, correspondence, and documentation concerning the competition should use its correct name: **AGO/Quimby Regional Competitions for Young Organists.**

The Regional Councillor will:

Chapter Level

1. Become familiar with the competition rules, published in the March, 2008 issue of *The American Organist* and downloadable online at www.agohq.org.
2. Contact deans in his/her region to encourage them to host a chapter competition and to remind them of the application deadlines: **October 18, 2008** for inclusion in January, 2009 issue of *The American Organist*; **December 1, 2008** to host a competition.
3. Receive chapter applications.
4. Receive the names of three judges and two alternates for each chapter competition at least 25 days prior to the competitions.
5. Assist with arrangements for the first-place winners of chapter competitions to receive free membership in the AGO for one year.
6. Receive from each Chapter Competition Coordinator copies of the applications forms plus photographs and biographies of the first- and second-place winners no later than **April 30, 2009**.
7. Forward the information (including names, contact information, photographs and biographies) on all winners of chapter-level competitions in the region to the Director of the Committee on RCYO no later than **May 9, 2009**.

Regional Level

7. Receive the name of the Regional Competition Coordinator from the Regional Convention Steering Committee no later than **February 1, 2009**. Forward that information to the Director of the RCYO.
8. Confer with the Regional Convention Coordinator and the Regional Competition Coordinator on all details of scheduling and location of the competition. Note that all competitors must perform on the same day and that regional competitions cannot be combined.
9. Before the competition site is confirmed, check to ensure that the competition instrument meets the following criteria: the finest available instrument in the area, appropriate for performance of the required literature, and in excellent working condition, with a reliable combination action and preferably with multiple levels of memory.
10. Assist with the selection of three judges and two alternates, to be appointed by the RC, the Regional Convention Coordinator, and the Regional Competition Coordinator no later than **May 31, 2009**.
11. Upon the request of the Regional Competition Coordinator, serve as "Master of Ceremonies" for the Regional Competition. Remind the audience that no recording or applause is allowed, and ask them to turn off pagers and cell phones.
12. Upon the request of the Regional Competition Coordinator, introduce the judges and competitors, and then announce the winners: second-place, then first-place.
13. Encourage chapters to sponsor the winner of the Regional Competition in recitals throughout the region following the competition.

If you have any questions, please contact Harold Calhoun at
AGO National Headquarters (212-870-2311, ext. 4318) hc@agouhq.org.

RCYO Committee

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