

VANDERBILT TROMBONE STUDIO

Tips for Professional Behavior

Always:

- Use common sense, and be respectful of others
- Honor your commitments
- Practice your ensemble parts BEFORE you arrive for a rehearsal or concert.
- Have the name and number of the contractor or personnel manager with you.
- Ask about proper dress requirements for a performance.
- Come to rehearsal with appropriate mutes, a pencil, and with your instrument in good working order.
- Have the directions to where you're going, especially if you've never been there
- Allow appropriate travel time. Assume a worst-case scenario for traffic, weather conditions, faulty directions, etc.
- Remember there is ALWAYS someone listening to you who may someday control your fate
- Remember it is more difficult to get into trouble when your mouth is shut. If you're in doubt about the right thing to say, say nothing.

Never:

- Commit to a professional engagement if you don't really want to be there
- Cancel an engagement because a better opportunity comes along
- Show up at the last minute for a rehearsal or performance
- Try to steal the gig of someone you're subbing for
- Practice your solo passages on stage immediately before a concert. If you must do so, be considerate of others and use a practice mute.
- Show off your excerpts or high notes on stage before a rehearsal or concert
- Blow your chops warming up and not be able to produce on the gig
- Play someone else's solo passage in their presence
- Touch or play someone else's instrument without their permission
- Touch someone while they are playing unless they're in the wrong place
- Imitate or copy warm-up licks that you hear from across the room

More helpful tips:

- Carry an extra mouthpiece in your glove box and music stand in your trunk.
- Have your calendar available to you at all times. Be it a day-planner, iCal, Outlook, whatever, you should be able to book or change a date wherever you are.
- Set multiple alarms when you have an early call time or need to make sure you're up
- Have some simple business cards made up to hand out when networking with other musicians

- Go introduce yourself to people when in a new situation, or when musicians are around. People can't call you for a job if they don't know you exist.
- As an undergraduate college student, you should be aware that you will likely face greater scrutiny in professional situations. There will be many situations where you will have to hold yourself to a higher standard of professionalism than someone who has been playing professionally for 20 years.
- In your demeanor, your speech, and even your appearance, you should do everything possible to portray yourself as a 'grown-up' and avoid being viewed as a 'kid'. It's often hard to undo that perception once it is established, no matter how well you play.

Rehearsal Etiquette

- Turn off the phone! Even if you think it's silent, don't take chances.
- If you're a section player, don't offer your musical opinion unless asked, and direct any questions to the principal player.
- If the conductor needs to be consulted, the principal player will ask the question, unless he/she instructs you to do so.
- Be respectful to a conductor or contractor, even if he/she makes a mistake.
- Ask the contractor/leader where you should sit. Never assume anything.
- Don't warm up loudly if others are around.

Tips for the Internet Age:

- You should respond to any correspondence quickly and professionally. It's very easy to be sucked into informal exchanges, especially via email. Remember to write professionally when messaging a teacher, superior, contractor, etc.
- Be wary of sending out unsavory photos or statuses on Facebook, Twitter, etc. to the general public. Ask yourself, "Would I want a potential employer to see this?"
- Be very careful about posting negative comments about anything music-related on message boards, blogs, etc. They will always come back to haunt you.
- Don't publish any recording of your playing that you wouldn't want a superior (or potential superior) to see.

Tips for Good Studio Protocol:

- Although I am happy for you to call me by my first name in one-on-one interactions, please remember that in all communications and public interactions I am your professor.
- Do not select friends on the basis of their playing ability.
- If you borrow music, mutes, or other accessories from a faculty member or fellow student, you should always return it in a timely manner and in good condition. If you fail to do this, be prepared to provide reimbursement or replacement.