INFO SESSION FOR PATA'S 2021 CITYWIDE GENERAL AUDITIONS

FEBRUARY 26, 2021

INTRO TO THE PORTLAND AREA THEATRE ALLIANCE (PATA)

- 501(c)(3) non-profit serving individual theatre artists, theatrical orgs, and other entertainment and media entities.

- Mission: *The Portland Area Theatre Alliance (PATA) supports and celebrates our region's vibrant theatre community by fostering opportunity, innovation, and collaboration.*

- Founded by Portland theatre companies in 1987.

- Governed by all-volunteer board of theatre professionals.

- Has 1 part-time staff member: Office Manager.

- Funding from membership dues, donations & sponsorships (monetary, in-kind), service fees, and grants (for specific programs and activities).

PATA PROGRAMS

Education Workshops
& Networking Events

Annual Audition Events

- 2021 Unified Shakespeare Auditions online
    - 10 AM PST on January 9, 2021. Registration opens.
    - 11:59 PM PST on February 25, 2021. Everything due.

- 2021 Citywide General Audition online
    - 10 AM PST on February 27, 2021. Registration opens.
    - 11:59 PM PDT on April 10, 2021. Everything due.

PATA'S VALENTINE FUND

fertile ground
A CITY-WIDE FESTIVAL OF NEW WORKS
A PROGRAM OF PATA PORTLAND AREA THEATRE ALLIANCE

DR★MMYS

PATA MEMBERSHIP TYPES

- Individual Membership

  - Required for eligibility to audition at Unified Shakespeare Auditions & Citywide General Auditions.

  - Performers may audition at Theatre Puget Sound Unified General Auditions if experience requirements are met.

  - Performers may post two resumes (performer & tech), technicians may post a tech resume.

- Organizational Membership

  - Ability to audit Unified Shakespeare Auditions and Citywide General Auditions included.

See pages 4 & 5 of the info session packet for tables of membership pricing & benefits.

ELIGIBILITY FOR
CITYWIDE GENERAL AUDITIONS

- Individual-level membership in good standing with either PATA or Theatre Puget Sound at time of registration and on the actors' audition due date (April 10, 2021).

- Payment of $15 fee for binder assembly.

- Did not no-show at the prior year's Citywide General Auditions.

  - No-shows from 2020 audition season remain eligible for 2021 due to extenuating circumstances.

  - No-shows from the 2021 audition season will be ineligible for 2022.

REGISTRATION & OVERVIEW

- Window:
  - 10 AM PST on February 27, 2021. Registration opens.
    - Registration link in events section of PATA's home page and in email to individual-level members.
    - Do not phone the Office Manager at 9:59 AM PST.
  - 11:59 PM PDT on April 10, 2021. Everything due.
- Username and Password
- Credit card to pay binder fee.
- Binder Materials & Repertoire Info (2 Methods)
  - Upload & report when you register.
  - Email the Office Manager (info@portlandtheatre.com).
- Video Link.
  - Paste URL in profile blank labeled "Link to Contemporary Theatrical Audition Video."
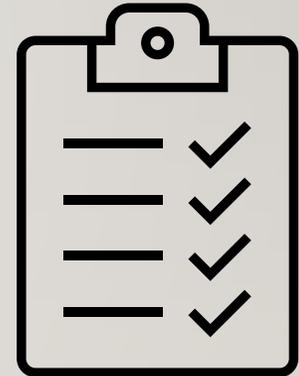
BINDER MATERIALS

- The Citywide General Auditions binder is a collection of hundreds of candidates' profiles, headshots, and resumes.

- Even online, auditors have expressed their preference for an organized digital "book" to page through.

- Fees cover assembling and thoroughly checking the binder.

- Everything for the binder is due by 11:59 PM PDT on April 10, 2021.
    - If you miss the deadline, your being in the binder is not guaranteed, but your binder fee will still be due.

BINDER MATERIALS

- Submit when you register, or email the PATA Office Manager (info@portlandtheatre.com) with "Binder Materials & Info" in the subject line:
  - Headshot
  - Resume
  - Repertoire Descriptions
- Make sure your online PATA profile is up to date. We use it to obtain your stats and your video link.
- The best time to ask the Office Manager technological or formatting questions is at least 3 weeks in advance.

HEADSHOT SPECIFICATIONS

- In .jpg format.

- Ideally, >1MB and <20 MB.

- The file name format should be "Lastname_Firstname.jpg" and match how that information is entered in your PATA profile. Example: Little_Stuart.jpg

- Your headshot in the binder, which auditors use to identify you, should look like the "you" that you plan to present at the auditions.

- The thumbnail photo in your online PATA profile does not work for binder assembly because our database automatically reduces the picture size and quality.

RESUME SPECIFICATIONS

- One-page

- .pdf format.

- <20 MB

- Excludes your home address.

- The file name format should be "Lastname_Firstname.pdf" and match how that information is entered in your PATA profile. Example: Little_Stuart.pdf

REPERTOIRE DESCRIPTION

- Character 1

- Song or Scene Title 1 (if applicable)

- Show Title 1

- Author(s) 1

- Character 2

- Song or Scene Title 2 (if applicable)

- Show Title 2

- Author(s) 2
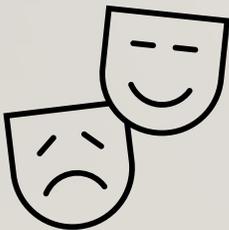
CANCELLATIONS:
AVOID NO-SHOW STATUS

- Absenteeism or non-submittal do not suffice.

- Communicate your cancellation to PATA directly in advance – even if your audition is online.

- If you must cancel, please email your cancellation to the Office Manager (info@portlandtheatre.com) by **11:59 PM PDT on April 10, 2021**.

CANCELLATIONS: AVOID NO-SHOW STATUS

- Neglecting to communicate in advance about cancelling results in *no-show* status. If you no-show:

  - You will be ineligible to audition at 2022 Citywide General Auditions.

  - Your name will be on a no-show list distributed to auditors.

  - PATA will not refund your binder fee.

THE PATA GENERALS 2-MINUTE AUDITION (TOTAL VIDEO <3 MINUTES)

- Slate: An intro not counted toward your 2 minutes.
  - Name
  - Pronouns
  - Brief Description of Repertoire Pieces (character, excerpt title, show title, author)
  - Optional: For video, you can put your thanks to the auditors in the slate rather than at the end of the performance portion.

THE PATA GENERALS 2-MINUTE AUDITION (TOTAL VIDEO <3 MINUTES)

- Your 2 Minutes
  - Start with either the first word of the monologue or the first instrumental note.
  - Transitions between repertoire pieces count as part of the 2 minutes.
- Common Performance Formats
  - One monologue and one song (recommended)
  - Two contrasting monologues (recommended)
  - Two short songs
  - One long monologue
  - One long song

# THE PATA GENERALS 2-MINUTE AUDITION (TOTAL VIDEO <3 MINUTES)

- Why 2 Minutes?
  - Instituted in 2019 to enable more actors to audition, which also shows auditors more candidates.
  - Allows actors to show variation while being respectful of auditors' time.
    - Most auditors know within 15 seconds whether they are interested.
    - Even for online Generals, auditors have hundreds of candidates to consider.
  - If cut-off by the timekeeper at in-person auditions, respond graciously to leave a good impression. Say, "Thank you," bow, and exit.

MUSIC FOR 2021

- Please, sing with a pre-recorded instrumental accompaniment. Examples:
  - A karaoke track.
  - A recording of yourself playing the accompaniment.
  - Another musician playing the accompaniment.
- Not recommended:
  - Singing a capella.
  - Accompanying yourself while singing.

- Tip: While recording your audition, place your music player and yourself at distances from your recording device such that neither drowns out the other.
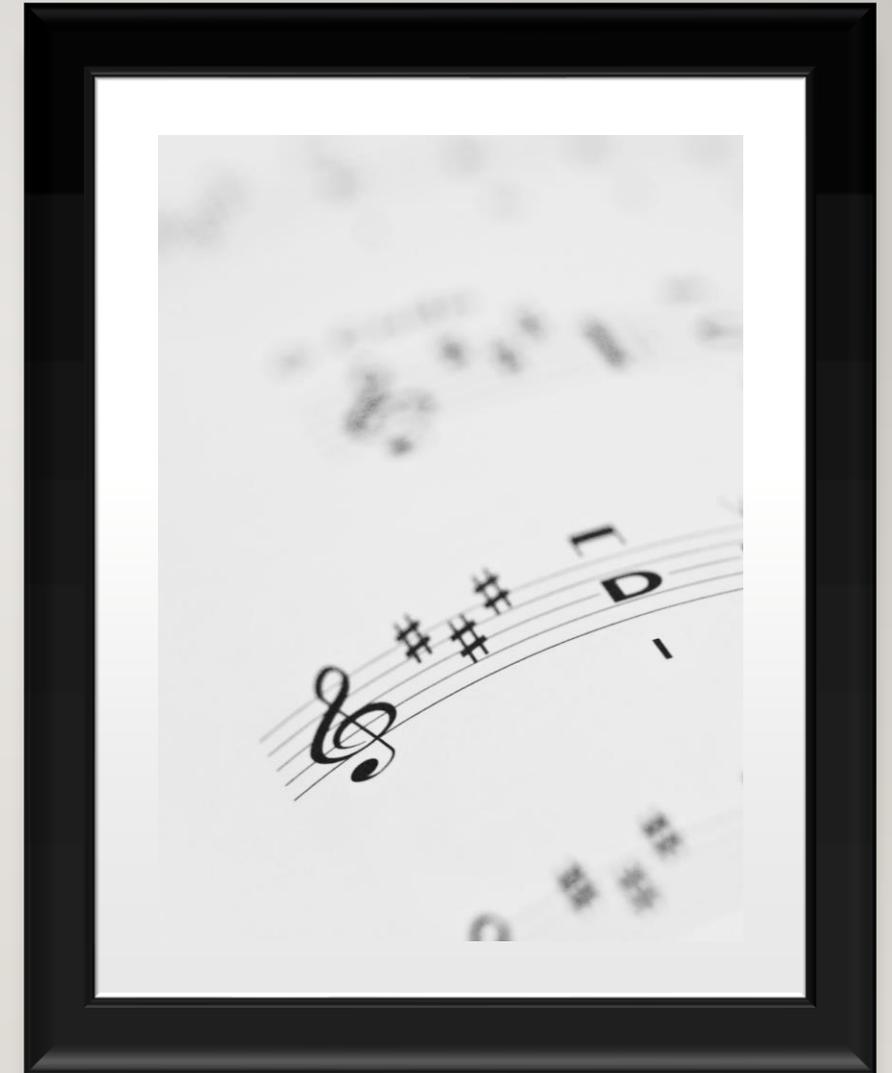
VIDEO TIPS

Check out video of 2020 video audition tips by PATA Education Committee and Membership Committee Chair Erik Montague!

https://youtu.be/yWuDlKs0C60

VIDEO TIPS

- Minimum recommended video quality: 1920 pixels x 1080 pixels

- Adequate lighting.

- Quiet recording area to avoid distracting background noise.

- Default ¾ framing.

- Landscape orientation preferred but not required.

- Editing allowed, but use with discretion.

- Send slate and performances on one video link.

- If safe, getting a helper can help you focus on your performance while recording.

VIDEO TIPS

- YouTube video with *unlisted* privacy setting is easiest for the auditors to use.

- Video password protection is allowed but not recommended.

- Include a video description if the platform you're using allows it.

  - Your name.

  - Your pronouns.

  - Your repertoire.

SUBMITTING YOUR VIDEO

- Paste the URL for your 2021 video into the blank labeled "Link to Contemporary Theatrical Audition Video" in your online PATA profile.
  - Leave that entry the same between April 11, 2021, and May 22, 2021.
  - After the 2021 Binder is done, you may change the entry in your online PATA profile. But, we recommend you keep your audition video posted online in the same location for at least 1 year so that your 2021 Binder page will link to your video.
  - TPS members must submit their video link (along with headshot, resume, and repertoire) to the Office Manager via email.

- If you have a video link from 2020 Citywide General Auditions, please delete it from your online PATA profile.

PREPARATION: SELECTING MATERIAL

- START EARLY! Ideally, pick material by February 27, 2021. Give yourself time to work.

- Consult your coach, vocal coach, and/or accompanist if you have one.

- Cutting, trimming, editing materials is acceptable and encouraged. Shorter is better.

- Consider your motivation: Pick roles you could be cast in, something you <u>love</u> to perform to show joy in your craft, something that matches the style of a theatre you where you want to work, etc.

- Choose the order of pieces that presents the strongest audition; be careful to avoid going over time.

- 2 contrasting pieces demonstrates range; 1 piece is acceptable if there is contrast/range within the piece.

PREPARATION: SELECTING MATERIAL

- AVOID
  - Accents and dialects
  - Material from shows on your resume
  - Props
  - Shakespeare (Bring Shakespeare to Unified Shakespeare Auditions.)
  - Monologues from On-Camera Media

PREPARATION: PRACTICE

- Remember to rehearse your slate.

- Rehearse your whole audition including slate, transitions, and exit. (More applicable to in-person auditions.)

- Rehearse with a stopwatch.

- Work early with a coach, vocal coach, and/or accompanist.

- Practice at PATA's Audition Prep 101 and other audition prep workshops.

- When prepared, practice your whole audition in front of people (remotely or safely within your household for 2021.) Have someone strictly time your audition.

PREPARATION: ATTIRE & APPEARANCE

- The Citywide General Auditions are like a job interview, so your attire should reflect your professionalism.

- Avoid distracting clothes: jewelry, uncomfortable or noisy shoes, loud patterns, torn jeans, T-shirts, etc.

- Avoid wearing solid black, solid white, and small patterns. They will not look nice on camera.

- Style your hair in a way that keeps it out of your eyes.

COMMON ERRORS TO AVOID
(KEEP THE FOCUS ON YOUR BRILLIANT PERFORMANCE!)

- Professional Courtesy

  - Failure to email in advance before the video deadline if cancelling, resulting in no-show status.

  - Waiting until the week that videos are due to ask the Office Manager for help with technical issues and formatting binder materials.

  - Late submittal of binder materials without prior communication.

COMMON ERRORS TO AVOID
(KEEP THE FOCUS ON YOUR BRILLIANT PERFORMANCE!)

- Auditioning
  - Not including a slate.
  - Forgetting to state pronouns in the slate.
  - Exceeding the 2-minute time limit on performance content.
  - Bringing in props. (Emphasis should be on you, not on props.)
  - Unprofessional wardrobe choices.
  - Bringing classical/Shakespearean material to Citywide General Auditions when most auditors are casting contemporary plays and musicals.
  - Presenting monologues from film and other on-camera media.

COMMON ERRORS TO AVOID
(KEEP THE FOCUS ON YOUR BRILLIANT PERFORMANCE!)

- More Auditioning Errors

  - Inadequate preparation. (Includes unrehearsed entrances, exits, and slates when in-person.)

  - Waiting until the last minute to prepare technical tasks such as video framing, lighting, sound, wardrobe, hair, etc.

  - Poorly prepared sheet music that is hard for the accompanist to read. (If/when you work with an accompanist.)

  - Using an accent or dialect that is not part of your normal everyday speech.

  - Not researching pronunciation of titles, authors, vocabulary, etc.

  - Not watching your finished video prior to submittal to check for obvious errors.

COMMON ERRORS TO AVOID
(KEEP THE FOCUS ON YOUR BRILLIANT PERFORMANCE!)

- Computing
  - Submitting the slate and performances as separate videos with different links.
  - Having your PATA profile settings adjusted to reject email blasts, which means you will not receive announcements, updates, or other messages related to your event registration.
  - Sending PATA a video file instead of a video link
  - File Formatting
    - Files not named *LastName_FirstName* in a way that matches your PATA profile.
    - Typing .pdf or .jpg into the file name without changing the file type. For example: *Hu_Wynee.pdf.jpg* would actually be a .jpg file instead of a .pdf file.
    - Adding a redundant file extension to the file name. For example: *Hu_Wynee.jpg.jpg*
    - Submitting the headshot and resume all together as one .pdf rather than as separate attachments to an email.

COMMON ERRORS TO AVOID
(KEEP THE FOCUS ON YOUR BRILLIANT PERFORMANCE!)

- Computing
  - Headshot
    - Sending a .pdf or .png photo.
    - Sending a photo with extremely small file size or resolution. (Excess data can easily be removed from a high-quality image. A low-quality image, however, can't be improved.)
    - Assuming the thumbnail image in one's PATA profile is of sufficient resolution for the binder.
  - Resume
    - Submitting a 2-page resume.
    - Having a second page that is blank.
    - Text with inconsistent tabs.
    - Text that exceeds margins.
    - Sending a .docx or a .jpg resume.
    - Sending a resume that is in chronological order (oldest credit first) rather than in order of relevance (newest [default], most prestigious, or favorite credit first).
    - Including a home address.

FOLLOWING UP

- Auditor registration February 28, 2021 – May 22, 2021.

- List of auditors periodically will be updated at the PATA Auditions page.

- After binder distribution, Office Manager will send participating actors an auditor contact sheet.

  - If an auditor did not leave contact info with PATA, we suggest following up via their company's general email inbox.

- Very rarely are actors cast directly from Generals. More commonly, actors receive invitations to callbacks or company auditions.

QUESTIONS?