



MUSICIAN HANDBOOK 2025-2026 | SEASON 14

I. GENERAL INFORMATION

Welcome: Welcome to the Salem Philharmonia Orchestra! We are so grateful to have you as part of our musical community. Our orchestra is made up of passionate volunteer musicians dedicated to bringing high-quality performances to our community. This handbook is designed to outline expectations and help you feel informed and supported throughout the season.

Mission & Objectives: The Salem Philharmonia Orchestra provides an opportunity for musicians and audiences in Salem, Oregon and the surrounding communities to participate in affordable performances of high-quality symphonic literature.

The objectives of the Salem Philharmonia Orchestra are simple: to make live symphonic music easily accessible to the community at a low cost and to give community members an opportunity to play in a symphony orchestra.

History: The Salem Philharmonia Orchestra, an all-volunteer, community symphony orchestra, owes its existence to the inspiration and leadership of its founding Artistic Director, Dr. Sean Paul Mills. The first rehearsal, on February 7, 2012, was the culmination of three years of planning by Dr. Sean Paul Mills and Terry Rohse, Artistic Adviser.

The Salem Philharmonia Orchestra currently produces a series of five concert sets per year for the benefit of members of our community. Previously, the orchestra performed for several years at Chemeketa Community College in Salem. Since fall of 2021, performances have been held at East Salem Community Center.

II. CONTACTS & ORGANIZATION

Leadership Team (Paid Staff)

- **Artistic Director / Conductor:** Jonathan DeBruyn – artisticdirector@salemphil.org
Leads artistic vision and musical direction.
- **Assistant Conductor:** Amir Avsker – amir.avsker@gmail.com
Supports the Artistic Director, may lead rehearsals, and may conduct a piece on a concert program.
- **Executive Director:** Kami Hettwer – hettwer@salemphil.org
Oversees operations, communications, and overall administration.

Administrative & Musician Support (Volunteer Roles)

- **Board President:** Lori Dressel – dressel@gmail.com
Provides leadership and governance and serves as a point of contact for serious concerns.
- **Board Secretary / Personnel Assistant:** Julie Rodgers – dreambee@gmail.com
Maintains board meeting records, assists with musician communication, and rehearsal attendance.
- **Librarian:** Hilary Port – hilport116@gmail.com
Manages sheet music distribution and collection.
- **Stage Manager:** *vacant*
Coordinates setup, tear-down, and stage transitions

Principal Players / Section Leaders (Volunteer Roles)

(Primary contacts for musical questions and section coordination)

- **Concertmaster:** Sidran Olson – sidran.olson@gmail.com
- **Principal Second Violin:** Westley Starling – westley.starling@gmail.com
- **Principal Viola:** Paul Schmidt – plschmidt2@centurylink.net
- **Principal Cello:** Deborah Ward – dward48@gmail.com
- **Principal Bass:** Steven Corrales (acting) – corralessteven@yahoo.com
- **Principal Flute:** Carlos Valez – velezc@mail.wou.edu
- **Principal Oboe:** Carrie French – frenchcarriann@gmail.com
- **Principal Clarinet:** Sarah Truelove – struelove05@mail.wou.edu
- **Principal Bassoon:** Kerry Anne Mammone – kerrytwink@gmail.com
- **Principal Horn:** Derek Gustafson - dng32018@hotmail.com
- **Principal Trumpet:** Mitchell Nelson – mitnel.mn@gmail.com
- **Principal Trombone:** Brian Wilson – tallfescue@hotmail.com
- **Principal Percussion:** Heather Henderson – percussionheather@gmail.com

If you have a question or concern, your first point of contact should be your section leader or the Personnel Assistant. For more serious matters, reach out to the Board President. For administrative matters, contact the Executive Director.

Board of Directors

Lori Dressel – President

Becca Owen – Vice President

Julie Rodgers – Secretary & Personnel Assistant

Kurt Chandler – Treasurer/Bookkeeper

Hilary Port – Librarian

David SangHa-Heyen – Social Media

Christina Sauer – Grant Coordinator

Alicia Rasmussen

Douglas Barskey

Kami Hettwer – Executive Director (Ex-Officio Member)

Jonathan DeBruyn – Artistic Director (Ex-Officio Member)

The Board meets every 3rd Tuesday of the month unless otherwise rescheduled. Our annual General Meeting is held in May. A slate of new board members and officers is introduced to the full orchestra before our final rehearsal.

Mailing & Rehearsal Address

Mailing Address:

Salem Philharmonia Orchestra
PO Box 13804
Salem, OR 97309

Rehearsal and Concert Venue:

East Salem Community Center
1850 45th Ave. NE
Salem, OR 97305

III. MUSICIAN EXPECTATIONS

All musicians must go through an audition process to become a full-time member.

Rehearsals: East Salem Community Center

1. **Rehearsal Schedule:** Tuesdays, 7:00–9:30 pm.
2. **Attendance:** All rehearsals are expected. The first rehearsal and the dress rehearsal are especially important. The first rehearsal sets essential musical expectations, such as tempos, style, and ensemble communication. The dress rehearsal is the final opportunity to rehearse in the concert space and make adjustments before the performance. Absences from these key rehearsals must be approved in advance by the Artistic Director. Notify your section leader and the Personnel Assistant if you must miss due to illness or emergency. If a player is going to miss two or more rehearsals in a concert set, the Artistic Director in consultation with the section leader, reserve the right to ask the musician not to play that particular concert set.
3. **Full-Time Musician Status:** Missing more than one concert per season requires approval from the Artistic Director.
4. **Tardiness:** If you'll be late, inform the Personnel Assistant and your section leader.

Dress Rehearsals and Concerts: East Salem Community Center

- **Dress Rehearsals:** Fridays before concerts, 7:00–9:30 pm. Attendance is mandatory unless previously excused.
- **Concerts:** Saturday at 7:00 pm and Sunday at 2:00 pm. The Children's Concert is at 2:00 pm both Saturday and Sunday.
- **Cookies for Concerts:** You're warmly encouraged to bring a dozen cookies (store-bought or homemade) to share at each concert reception. (Not needed for the Children's Concert — no sugar rushes!)
- **Parking:** On concert days, musicians who are physically able are kindly asked to park in the gravel lot to leave closer parking spaces available for audience members and those with mobility needs. Thank you for helping us create a welcoming and accessible experience for all.

Absences and Substitutes: Due to the advance preparation required, musicians are **not expected** to find a substitute if they must miss a rehearsal — however, doing so is **encouraged** if possible. Questions regarding substitutes for concerts will be addressed by the Artistic Director on a case-by-case basis.

Conductor Absences: In the event the Artistic Director is unable to attend a rehearsal, the Assistant Conductor (if applicable) will step in as the primary substitute. If no Assistant Conductor is available, a qualified substitute will be appointed from a pre-approved list. Musicians will be notified of any conductor changes in advance whenever possible.

Concert Attire: Concert solid black

- Black dress (modest length, no sleeveless/spaghetti straps)
- Black sleeved top with skirt or pants
- Black long-sleeved button-front shirt with dress pants
- Black tie or bow tie (optional)
- Black suit jacket (optional)
- Black socks and shoes

Equipment and Setup: Help set up and put away chairs and stands if physically able.

Code of Conduct

All musicians are expected to:

- Treat others with kindness and respect
- Refrain from discriminatory, harassing, or inappropriate behavior
- Communicate respectfully
- Participate positively and cooperatively

Violations may result in disciplinary action, including removal from the orchestra.

Music Library Policies

- Use **pencil only** when marking music
- Report damaged or missing music to the Librarian
- Return music promptly after concerts

IV. COMMUNICATION & RESOURCES

Communication

- Important updates will be sent via Constant Contact email. Please check and respond as needed.
- Visit our website for updates: Info for Our Musicians: <https://www.salemphil.org/for-players/>
This page includes rehearsal info, downloadable resources, and a Google Calendar you can subscribe to.

Social Media & Public Relations

We love seeing our musicians promote the orchestra! Share rehearsal or concert photos (with permission), tag us, and represent us positively.

V. FUNDRAISING, VOLUNTEERING & SUPPORT

Fundraising & Volunteering

We welcome and encourage your help with:

- Fundraisers and donor events
- Program ad or sponsorship sales
- Providing Front of House Volunteers such as ushers, box office, ticket scanners, refreshment hosts, and greeters.

Let us know if you have special skills or ideas!

Weather & Emergencies

In case of inclement weather or emergencies, cancellations will be communicated via email and/or text as early as possible.

Accessibility & Support

Let us know if you have physical limitations or accessibility needs. We are committed to making participation possible for everyone.

Thank you for sharing your time and talent with the Salem Philharmonia Orchestra. We're excited to make music together this season!

With gratitude,

The SPO Board of Directors