



Association Membership Guide

ABOUT OUR ASSOCIATION

This document has been created for members to familiarise themselves with general information pertinent to their membership with the Australian Institute of Dancing.

Membership Categories

Membership

Once enrolled and accepted as a member, you will be allocated a membership number with a membership card being provided to you. Production of your current membership card entitles you to attend Australian Institute of Dancing competitions and functions with no admission fee payable.

As a member you will receive updates to the Australian Institute of Dancing Syllabus as and when they occur and may be informed of any relevant amendments to your Membership.

In order to maintain your membership and continue to receive all up-to-date information it is essential that you notify us of any changes to your circumstances (i.e. address changes, telephone or e-mail contact details) and pay the appropriate membership subscription fee annually.

Professional Members

Professional Members are professional dance teachers in the fields of Standard Ballroom, Latin American, New Vogue and other similar types of competitive, partner or social dances and shall be eligible to become an Ordinary Member if he or she:

- Passes an examination conducted by the Association for such purpose; or
- Has passed a suitable examination conducted by a society affiliated with this association; or
- Holds a suitable degree of a Society recognised by the Association.

'Uncertified' Professional Members are Persons who declare themselves to be recognised as professional dance teachers in the fields of Standard Ballroom, Latin American, New Vogue and other similar types of competitive, partner or social dances. They may be recognized as such by their peers, or may be registered as such with DanceSport Australia.

Affiliate Members

Affiliate Members are persons and organizations interested in the promotion of excellence in dance or in supporting the art of dance generally.

Our Constitution and Bylaws permit and welcome anyone interested in the promotion of excellence in dance or in supporting the art of dance to join the Australian Institute of Dancing as an Affiliate Member.

To become an Affiliate Member simply:

- Complete the personal information details of the Membership Application Form (there is no need to answer the questions pertaining to Professional Members or submit the documentation required from candidates for Professional Membership) and
- Pay the applicable Membership Dues

Affiliate Members are entitled to all of the Benefits of Membership summarized above, other than participation in our official Examinations and Professional Certification Process.

Life Membership

Life Membership may be implemented at the discretion of the Committee in recognition of service to the Australian Institute of Dancing.

Supporting Services (Outline)

✓ Free Online Directory Listing and Web-Page to Advertise Your Services & Credentials

The listing can include your contact information and a link to your website while your page may include your service provisions, your biography plus your all-important certifications (which can help drive traffic to your website and enhance your Google page ranking).

It's up to you how it is displayed...

✓ Events Promotion inclusion in the Monthly Newsletter (if requested/required)

The promotion will include event details such as venue location, cost and general outline of the social event and its frequency.

✓ AID Educational and Reference Materials

On the relevant sections of our website, members, students and the general public have access to dance syllabus material which may assist in their understanding of qualifications, lesson planning and dance progress management.

Technical manuals, video studies etc. may be made available to Professional teaching members of the Association. This will include 'screeds' of all AID syllabus New Vogue and Sequence dances in the various dance programs on offer

✓ Examination & Official Certification

Professional members can gain additional credentials through testing and certification by our recognized certified examiners and as an approved Certifying Organisation for DanceSport Australia, the AID can offer qualification examinations in different levels and styles as well as teaching qualifications and traditional Medal Tests.

✓ Full Medallist Program & Examination Structure

Within each dance in the Syllabi of each level of dance – Bronze, Silver, Gold and above are defined elements and restrictions designed to create a developmental progression through increasingly complex concepts of dancing.

✓ Credentials

Members are welcome to make mention of their membership and certifications in any of their marketing materials which offers instant credibility for prospective clients.

✓ Functions and Event Entry

Any member may, by virtue of being a member, gain complimentary attendance to select functions, events or activities as the Association or the Executive Committee may organize while any medallist/social competitions run by the Association will only incur an entry fee to the event for students and guests.

(Incentives may be offered to the Professional/Studio for their support of these student events)

In addition, dance training, up-skilling and syllabus/medallist upgrade events for all 'Professional' Members will be included in this service provision and a Certificate of Completion may be provided as recognition of the relevant education modules covered.

Professional Development

The AID's portfolio of teaching qualifications is broad, varied and designed to offer potential and current dance professionals, qualifications that are relevant to the latest developments within the sector. These qualifications aim to give prospective and existing dance professionals a solid grounding in the skills and knowledge needed to teach dance in a safe environment and it is worth taking the time to consider the options, by looking at what type of teaching qualification you wish to achieve and in what setting you are going to teach.

RIGHTS AND RESPONSIBILITIES OF MEMBERS

All members have significant rights and responsibilities. The specific rights and responsibilities that apply to all members are outlined below.

Members cannot give up these rights by simply agreeing to association rules which are inconsistent with the Act and all members have the right to;

RECORDS

Inspect and copy the association's register of members.	Section 53 of the Act
Inspect and copy the association's rules.	Section 35 of the Act
Inspect and copy the association's record of office holders.	Section 58 of the Act
Receive a copy of the rules when they join the association.	Section 36 of the Act

ANNUAL GENERAL MEETING

Attend the annual general meeting.	Section 50 of the Act
Have financial accounts showing the financial position of the association submitted to them at the annual general meeting.	Tier 1 – Section 70 of the Act Tier 2 – Section 73 of the Act Tier 3 – Section 76 of the Act

SPECIAL RESOLUTIONS

Have proper notice of and to attend any general meeting at which it is proposed to alter the association's rules.	Sections 30 and 51 of the Act
Have proper notice of and to attend any general meeting at which it is proposed to voluntarily cancel the association.	Sections 51, 129 and 141 of the Act
Have proper notice of and to attend any general meeting at which it is proposed to amalgamate the association with another group.	Sections 51 and 102 of the Act

Members' responsibilities

Members agree to be bound by the rules of the association unless those rules are inconsistent with the Act or some other legal obligation. The agreed rules of an incorporated association set out the purposes of the association (referred to as objects in the Act) and the basis on which the association is to be run. In some circumstances members or others could take civil action against committee members or the association if it fails to comply with its rules.

Conduct of the association

As incorporated associations are traditionally regarded as essentially community-based organisations, they are largely independent of government intervention. Members have a crucial role in ensuring that their association conducts itself in a way that is acceptable to them. If members fail to ensure their association is run in a fair, democratic and financially accountable manner, the association may be one they no longer wish to be associated with.

False or misleading statements

All members are responsible for ensuring all documents lodged with Consumer Protection under the Act or presented at members meetings are accurate.

If a person knowingly lodges a document that is false or misleading they commit an offence that can result in criminal prosecution and be subject to a maximum fine of \$5,000.

MEETING PROCEDURES

General requirements for a meeting (Annual General Meetings & Extra-Ordinary General Meetings)

All formal meetings of the association must be properly convened in accordance with the association's rules. All members must be notified of:

- What type of meeting is being held
- The place, date and time of the meeting and
- The business to be considered at the meeting, including the full text of all motions that will be put to members at the meeting

When the meeting has commenced, it is important to first establish that there is a quorum to satisfy the quorum requirements in the association's rules.

If there are not enough members present at the meeting, it will be invalid and any motions passed may not be effective.

If there is a quorum, then all voting and passing of resolutions must be carried out in accordance with the rules and recorded accurately in the minutes.

Incorporated associations are intended to be run in a democratic manner. The way in which meetings are conducted can have a major effect on members' perceptions of whether their association is democratic.

The following suggestions can assist in this regard:

- Correspondence to and from the association should be tabled at the meeting. Members in attendance should be given the opportunity to read the documents or if agreed, to obtain copies;
- Make sure everyone at the meeting gets a say. People who tend to dominate should be stopped and quieter people encouraged to voice their opinion;
- No one wants to spend long hours at meetings. If there are a lot of people who want to speak in relation to the matters under discussion, it is useful to limit the amount of time each member has to speak; and
- Ensure there are clear decisions and that everyone understands the matters being discussed. It is especially important that the person taking the minutes has the opportunity to write down what is agreed. It can be a good idea to sometimes stop and check that everyone approves what has been recorded as the resolution passed.

The chairperson is responsible for implementing these suggestions.

The Australian Institute of Dancing Medal System

1. Allows the creation and accomplishment of clear goals:
Lessons take on a laser sharp focus.
This intensive style of learning is the best way to make real progress towards quality dancing.
2. Polishes your presentation:
The criteria used to score a Medal Test is similar to that used to judge a dance competition but with a focus towards proper technique more than style and flash.
3. Some objective areas which the examiner will consider include the following:
 - Posture
 - Dance Position
 - Lead or Follow
 - Footwork
 - Musicality and Timing
 - Knowledge and use of Syllabus Figures
 - Techniques specific to each dance, such as Cuban Motion or Rise & Fall
4. Receive valuable feedback from our qualified Examiners:
Our Examiners are among the most highly qualified dance professionals in the industry.

Their insights into personal dance strengths and weaknesses are invaluable when looking to chart the course of your students.
5. Allows a measurement of progress against a recognised standard:
The Australian Institute of Dancing maintains the highest of standards for both students and professionals.

The Medal examination process assures that all assessments are in accordance with these objective criteria.

Note: All syllabus material is available for download from our website and is style specific.

Medal Tests are milestones which mark the completion of one level and open the door to the next level with Social and Medalists exams available in a range of styles from Standard Ballroom, Latin American, New Vogue, English Old Time, Sequence Dance, Tango Argentine, Salsa and Rock & Roll dance styles.

Within each dance in the Official Syllabi of each level of dance – Bronze, Silver, Gold and above are defined elements and restrictions designed to create a developmental progression through increasingly complex concepts of dancing.

Social Level

The Social program develops the dances you plan to use immediately at a basic level with emphasis being placed on three important elements of dancing; foot position, rhythm/timing and leading/following, with enough variety to keep the learning experience interesting.

Bronze Level

The Bronze levels are designed to develop timing and technique and is designed and developed;

- To teach proper body alignment and balance
- To teach weight movement from foot to foot consistently through the dancing of foundation patterns and the fundamental basic movements of each dance
- To unify the body and teach core strength while introducing transitions of frame at fundamental levels

Silver Level

The Silver level dance standard involves a higher degree of styling, more elaborate moves and a continuity of movement with many natural directional changes, styling, technique, balance and control and is designed and developed;

- To introduce complex body position and advance the use of swing and shape and develop the ability to dance complex rhythms and syncopations
- To increase the ability to turn and spin, introduce body isolations while in movement without disturbing core strength and introduce transitions of more complex frames

Gold Level

The Gold standard is for the dancer interested in performance or exhibition with choreography, styling, technique and showmanship being a requirement and was designed and developed;

- To learn to change inside and outside of curve with greater frequency and rapidity
- To incorporate line figures and more complex rhythms into the dance
- To change direction with speed by increasing an understanding of body weight
- To use more extreme body positions to create greater risk in the dance
- To learn to move the whole body through isolations to create greater speed and strength
- To increase understanding of complex frame and body position transitions

Stars | Oscar | Cabaret

Similar to the Gold levels but with a higher expectation of performance, these levels are designed for students who have completed all levels of medal examinations or in the case of Cabaret levels, those who wish to incorporate an exam that is not as technical and allows both student and teacher an opportunity for creativity while;

- Encouraging flexibility with timing and patterns
- Exploring new movement and shapes
- Freely expressing emotion through dance and allowing an opportunity to 'break' the rules!

Examination Options

Professional

This comprises the attendance of a Certified Examiner, relevant Examination Report form, applicable A.I.D Medal/Trophy and personalised Certificate of Accomplishment for your student.

Please note that all forms, medals, trophies and certificates are acknowledged and certified by the Association, giving stature to the accomplishment of the student to a qualification benchmark.

Standard

We realise that many Dance Studios and Professionals may have their own personalised medals, awards and trophies that are presented to their students.

Working with your business model we can arrange a Certified Examiner, Examination Report and Certificate of Accomplishment for the student at a concessional pricing for the Studio/Professional.

Please note that all forms and certificates are acknowledged and certified by the Association, giving stature to the accomplishment of the student to a qualification benchmark.

Affiliate

This foundation facility is available if you are satisfied with your own examination report forms, medals and trophies and only require the provision of a Certified Examiner.

Standards and grading requirements will be relevant to the requesting Studio/Professional only.

Booking an Examiner (Procedure and Guidelines)

- ✓ 28 days' notice is required for examination bookings to allow sufficient time for an Examiner to arrange their schedule.
- ✓ To provide a greater degree of efficiency and ensure that your request is received in a timely manner, please make your request via our online booking facility.

This enables your booking to be made at a time convenient to you, via PC or mobile phone at any time of the day or night.

- ✓ Once your request is received an Executive Committee Member will be in contact to confirm the request and obtain any additional information that may be required.

Please note that Examiners are appointed on a rotational basis where possible to allow a range of constructive feedback for consideration in dance progress and development.

- ✓ Completion and receipt by the Association (via mail or email) of the Medal Summary form will be required at least 14 days prior to the examination date with examination payment due at least 7 days prior to the examination date in order that your students Examination Report form, Certificate of Accomplishment and Medal/Trophy will be available on the date of examination.
- ✓ On the Examination Date the student will be provided with their Examination Report form. Please note that the Medal/Trophy plus Certificate of Accomplishment for each applicant will be supplied when payment of examination fees has been confirmed by the Treasurer. The supply of these items will allow the Studio an opportunity to create a presentation event that will consolidate their student's achievement.



THE PROFESSIONAL OPTION

- ✓ Save time – so you can focus on your business and clients.
- ✓ Save money – there is no required minimum quantity order from a manufacturer/retailer.
- ✓ Convenient – all examination items are available when you need it.
- ✓ Cost effective – no additional expense for all your exam requirements.
- ✓ Professionally 'branded' material supplied lends credibility to the standards achieved.
- ✓ Organisational systems in place to ensure event management and consistent standards.
- ✓ All items can be supplied for examinations; medals, presentation box, examination report forms, certificates, trophies and awards where applicable.

Medal and Examination Price Structure (current as at May 2020)

Medal Examination Fees

	Professional	Standard	
Social Dance Awards (Level 1, 2 and 3)	\$13.00	\$8.00	per exam
1 and 2 Dance Examinations	\$8.00	\$5.50	per exam
Composite Examinations	\$8.00	\$5.50	per exam
All Bronzes	\$17.00	\$10.00	per exam
All Silvers	\$20.00	\$12.00	per exam
All Golds	\$23.00	\$15.50	per exam
All Stars	\$27.00	\$17.00	per exam
All Oscars	\$67.00	\$27.00	per exam
Bronze Cabaret	\$42.00	\$27.00	per exam
Silver Cabaret	\$52.00	\$27.00	per exam
Open Cabaret	\$62.00	\$27.00	per exam
<p>If an examination session is straightforward (i.e. medal candidates only) then the cost is simply that of each medal payable to the A.I.D.</p> <p>If it is an advertised event (i.e. Tea Dance, Cabaret, Afternoon Tea Dance etc.) then a fee of \$50 PLUS the cost of each medal less \$2.00 per medal is payable (i.e. If the cost of the medal is \$17.00 then you pay \$15.00 PLUS the \$50).</p> <p>The minimum charge is for 10 candidates.</p> <p>If there are less than 10 candidates there will a fee of \$3.00 per medal shortage (i.e. If there are 7 candidates, it will be the cost of those medals plus \$9.00 [\$3.00 x 3]).</p> <p>A 10% discount payable to the studio applies to all medal examinations (provided there are 10 or more candidates) and all professional examinations. To qualify for the discount, studios need to make payment within 14 days of the examination being held and may deduct their discount before forwarding the payment and summary sheets to the Treasurer.</p> <p>Examiners will be paid an additional \$30.00 for travel outside a 40km radius of their home. This cost will be borne by the Association.</p>			

Professional Examination

Grade Examination (Level 1 and 2)	\$25.00	per exam
Introductory Teaching Examination (ITE)	\$25.00	per exam
Associate Diploma	\$40.00	per exam
Membership Diploma	\$50.00	per exam
Fellowship Diploma	\$60.00	per exam
<p>If not already an existing member of the Association, applicants for Professional Examinations (Associate, Membership and Fellowship Diplomas) must apply to the Association for membership prior to attending the examination.</p> <p>Please forward the completed Membership Application and relevant fee as per the instructions on the application form.</p> <p>Note that the applicable membership fee in the first instance will be as that for an 'Uncertified' Professional Member.</p>		

