



2015-2016 MEMBERSHIP POLICY

The RQD Membership Policy is based on the eligibility criteria of the Conseil des arts de Montréal, the Conseil des arts et des lettres du Québec, and the Canada Council for the Arts. It was unanimously adopted by the RDQ Board of Directors on March 14, 2013.

Within the RQD, there are four membership categories:

- 1. Professional Individual Member (p. 1)**
- 2. Professional Corporate Member (p. 4)**
- 3. Apprentice Member (p.7)**
- 4. Associate Member (p. 9)**

All members must meet the definition and admission requirements of their category, and submit the required supporting documents.

1. PROFESSIONAL INDIVIDUAL MEMBER

1.1 Definition

Those eligible for the RQD's Professional Individual Memberships include:

All dance artists working in creation or repertory in a professional context who are recognized by their peers, and whose artistic practices are their principal activity or are in the process of becoming so. Either self-employed or salaried, they meet the eligibility requirements stipulated in Article 1.2.

All other individuals working in dance in a professional capacity, either self-employed or salaried, and whose vocational or professional practices constitute their principal activity or are in the process of becoming so. They meet the eligibility requirements stipulated in Article 1.2.

The category of Professional Individual Member comprises eight (8) subcategories:

- a) Researcher (e.g. teacher of dance history, analysis, aesthetics or theory; trade journalist; research assistant; dance documentation project head, etc.)
- b) Choreographer
- c) Designer (e.g. stage designer, video artist, lighting designer, costume designer, make-up artist, composer, etc.)
- d) Instructor
- e) Dancer
- f) Accompanying musician
- g) Rehearsal master/director
- h) Cultural worker (e.g. stage manager, production manager, development officer, administrator, etc.)

1.2 Eligibility requirements

Those eligible for one of the eight (8) subcategories of Professional Individual Membership must:

- a) be a Canadian citizen or permanent resident or hold a work permit (student or tourist visas are not acceptable) and reside in the province of Quebec;
- b) have completed a basic training program or the equivalent in their area of specialization;
- c) have a minimum of two (2) years of relevant experience in a professional context;

- d) be recognized, in the case of dancers and choreographers, by their peers (artists from the same artistic family);
- e) in the case of dancers, have taken part in at least eight (8) paid professional performances and have accumulated at least 300 hours working in research and creation or in the restaging of a repertory work;
- or
- be a salaried employee of a professional dance company for at least one (1) year as a dancer (apart from an intern or trainee);
- f) in the case of choreographers, have created at least two (2) works for which payment was received, or whose presentation was paid for by a third party, and which were performed by remunerated dancers. The choreographed works, in all, must total a minimum of 50 minutes. In addition, the choreographer must have accumulated at least 150 work hours in the field of research and creation;
- g) in the case of instructors, have accumulated at least 180 hours of paid instruction;
- h) subscribe to the aims and activities of the RQD and abide by its general regulations;
- i) complete a membership or renewal application using the proper form, and pay the membership fee.

1.3 Supporting documents

When first applying for membership in this category or requesting a change of subcategory, applicants must provide the following documents:

- a) a detailed CV containing the following information (according to the subcategory requested): training; employers; dates, duration and nature of activities; title, dates and duration of dance performances; production and presentation details; number of hours and weeks worked annually in one's field;
- b) a copy of the diploma in dance or in a discipline pertaining to the subcategory requested (vocational college/Cégep or university diploma in dance, diploma from a dance school offering initial advanced training, teaching certificate from the Ministry of Education, diploma in administration, etc.);
a detailed training curriculum for those without diplomas;
instructors who are AQEDÉ members in good standing are not obliged to provide their academic records.
- c) copies of contracts or letters of agreements establishing that the applicant meets the eligibility criteria set out in Article 1.2. (See model certification of paid services in the *English section*, under *Membership Policy* : <http://www.quebecdanse.org/anglais>.)
- d) in the case of dancers and choreographers, a document attesting to peer recognition (e.g. a grant approval letter from a subsidizing body, a letter announcing the reception of a dance prize, written proof of winning a professional dance competition, a sponsorship letter, a service contract or letter of agreement with a professional dance company, producer, or presenter, etc.).
- e) in the case of foreign citizenship, a copy of a Work Permit or Permanent Resident Card.

All membership applications may be submitted to a qualified peer committee to verify compliance.

1.4 Rights and Benefits

Individual professional members have the following rights and benefits:

- a) to participate in the advancement of the discipline;
- b) to participate in all RQD activities;
- c) to receive notifications of member assemblies, to take part in these meetings and to exercise their voting rights;
- d) to be eligible for administrative positions within the RQD;
- e) to be entitled to the privileges and discounts offered to RQD members;
- f) to benefit from the services of representation, consultation, professional development, visibility enhancement and promotion;

- g) for those qualifying for the Dancer Training Support Program, to receive financial assistance and be protected by the CSST during training not governed by a work contract;
- h) to be part of an extensive network of contacts, exchanges and information;
- i) to be included in the RQD Membership Directory and have their profiles displayed in the Dance Agenda, on the mobile application and portal of Québec Danse, which are showcases for professional dance in Quebec;
- j) in the weekly updates of the Dance Agenda, to have priority in publishing announcements for shows, training courses, auditions and other professional events;
- k) to post advertisements in real time (calls for projects, job offers) on the Bulletin Board of the Québec Danse website;
- l) to publish press releases in *Fil de presse* on the Québec Danse website, which could appear in *Québec Danse Hebdo*, a newsletter sent out to some 1,500 members and partners of RQD.

1.5 Membership Fees

\$75 before September 1.

\$90 after September 1.

A charge of \$15 will apply to all returned or NSF cheques.

All members must meet the definition and admission requirements of their category, and submit the required supporting documents.

2. PROFESSIONAL CORPORATE MEMBER

2.1 Definition

Professional Corporate Memberships are available to all non-profit corporations working in a professional context that call upon or offer services to dance professionals, and that meet the eligibility requirements stipulated in Article 2.2.

The category of Professional Corporate Member comprises six (6) subcategories:

- a) Professional dance association
- b) Company
- c) Specialized presenter/event
- d) Multidisciplinary presenter/event
- e) Dance institution of higher education
- f) Support and services organization

Nomenclature:

- a) Professional dance association

A corporation whose principal mission is to improve the status of dance professionals and those striving to reach the professional ranks, to support them in the practice of their art or profession, and to represent them.

- b) Company

A corporation whose primary function is to produce and present dance performances (original or repertory works), the majority of which are not presented free of charge and involve paid professional dancers.

- c) Specialized presenter/event

A corporation formed essentially to present dance performances (original or repertory works), the majority of which are not presented free of charge and involve paid professionals.

- d) Multidisciplinary presenter/event

A corporate or municipal entity whose mission is to promote the performing arts and whose annual program includes paid professional dance productions.

- e) Dance institution of higher education

An institution offering advanced-level training recognized by Quebec's Ministry of Education or Ministry of Culture, leading to a degree (DEC or Bachelor's degree in dance).

- f) Support and Services Organization

Corporations that provide services, support and activities to dance professionals, thus contributing to their operations and/or development.

2.2 Eligibility Requirements

To be eligible for one of the six (6) subcategories of Professional Corporate Membership, all corporations must:

- a) be legally constituted under Quebec or federal law;
- b) for each of the subcategories (b), (c) and (f), be supported by at least one subsidizing body following a peer evaluation process for its regular activities (creation, production, presentation, services);
- c) for subcategory (d), be supported by Quebec's Ministry of Culture or a municipality, or by at least one (1) subsidizing body for their regular presentation activities;
- d) subscribe to the aims and activities of the RQD and abide by its general regulations;
- e) designate two individuals as delegates; in the case of companies, dance schools and presenters/events, the artistic or pedagogical director must be one of these delegates;
- f) complete a membership or renewal application using the proper form, and pay the membership fee.

2.3 Supporting documents

When first applying for membership in this category, applicants must provide the following documents:

- a) a copy of the letters patent of incorporation and general corporate regulations or documents containing this information; in the case of a municipal body, a description of its mandate;
- b) a resolution from the board of directors nominating two delegates or, in the case of a municipal body, written confirmation of the same;
- c) for the subcategories (b), (c) and (f), a proof of subsidy received following a peer evaluation process;
- d) in the case of a dance institution of higher education proof of receipt of a subsidy from the Ministry of Education or Ministry of Culture;
- e) in the case of a company, a sample contract or agreement letter used by the company in a production context, as well as proof that the majority of activities presented were paid for by the public or a third party;
- f) in the case of a specialized presenter/event, a sample contract or letter of agreement with a third party (company, collective, independent choreographer) undertaken during its season or event;
- g) in the case of a multidisciplinary presenter/event other than a municipal body, proof of receipt of a subsidy, as well as the program of the previous season and an example of a contract or letters of agreement with a third party in dance (company, collective, independent choreographer);
- h) in the case of a professional dance association, a description of the membership and status of the members;
- i) except in the case of municipal bodies, a copy of the financial statements from the previous year or, in the case of a dance institution of education, certification of the number of registered students;
- j) a record of achievements.

When renewing a membership, applicants must submit those documents stipulated in clause (i), and those documents stipulated in clause (a) only if they have been modified.

All membership applications may be submitted to a qualified peer committee to verify compliance.

2.4 Rights and Benefits

Professional corporate members have the following rights and benefits:

- a) to participate in the advancement of the discipline;
- b) to benefit from the services of representation, consultation, professional development and visibility enhancement;
- c) to qualify for RQD's multi-employer group insurance policy;
- d) to be part of an extensive network of contacts, exchanges and information;
- e) to be included in the RQD Membership Directory and have their profiles displayed in the Dance Agenda, on the mobile application and portal of Québec Danse, which are showcases for professional dance in Quebec;
- f) in the weekly updates of the Dance Agenda, to have priority in publishing announcements for shows, training courses, auditions and other professional events;
- g) to post advertisements in real time (calls for projects, job offers) on the Bulletin Board of the Québec Danse website;
- h) to publish press releases in *Fil de presse* on the Québec Danse website, which could appear in *Québec Danse Hebdo*, a newsletter sent to some 1,500 members and partners of RQD.

Delegates of Professional Corporate Members have the following rights and benefits:

- a) to participate in all RQD activities;
- b) to receive notifications of member's meetings, to take part in these meetings and exercise their voting rights;
- c) to be eligible for administrative positions with the RQD;
- d) to be entitled to the privileges and discounts offered to RQD members;

- e) for delegates qualifying for the Dancer Training Support Program, to receive financial assistance and be protected by the CSST during training not governed by a work contract.

2.5 Membership Fees

- a) Professional dance associations, specialized presenters/events and support and services organizations: 0.13 % of the budget of the year prior to application (minimum \$200/maximum \$4,500).
- b) Companies and presenters/events: 0.13 % of the budget of the year prior to application (minimum \$160 / maximum \$4,500).
- c) Multidisciplinary presenters/events: according to the total annual budget of the organization, minus operating expenses:
 - \$200 for an annual budget from \$0 to \$500,000
 - \$400 for an annual budget from \$500,001 to \$1,000,000
 - \$800 for an annual budget over \$1,000,000
- d) Dance institution of higher education: \$10 per student (minimum \$200 / maximum \$4,500).

A charge of \$15 will apply to all returned or NSF cheques.

All members must meet the definition and admission requirements of their category, and submit the required supporting documents.

3. APPRENTICE MEMBER

3.1 Definition

Apprentice memberships are available to all individuals who are professionally involved in dance but who have less than two years related experience or, in the case of dancers, choreographers and instructors, who do not meet the eligibility requirements for individual professional members as stipulated in Articles 1.2 (e), (f) and (g).

The category of Apprentice Member comprises eight (8) subcategories:

- a) Researcher (e.g. teacher of dance history, analysis, aesthetics or theory; writer specializing in dance; research assistant; dance documentation project head, etc.)
- b) Choreographer
- c) Designer (e.g. stage designer, video artist, lighting designer, costume designer, make-up artist, composer, etc.)
- d) Instructor
- e) Dancer
- f) Accompanying musician
- g) Rehearsal master/director
- h) Cultural worker (e.g. stage manager, production manager, development officer, administrator, etc.)

3.2 Eligibility requirements

To be eligible for one of the eight (8) subcategories of Apprentice Membership, all individuals or corporate bodies must:

- a) be a Canadian citizen or permanent resident or hold a work permit (student or tourist visas are not acceptable) and reside in the province of Quebec;
- b) have completed a basic training program or the equivalent in their area of specialization;
- c) in the case of an individual without a dance diploma, possess relevant experience in a professional context;
- d) in the case of a dancer or choreographer, be recognized by their peers (artists from the same artistic discipline);
- e) subscribe to the aims and activities of the RQD and abide by its general regulations;
- f) complete a membership or renewal application using the proper form, and pay the membership fee.

3.3 Supporting documents

When first applying for membership in this category or requesting a change of subcategory, applicants must provide the following documents:

3.3.1 In the case of an individual with a diploma in dance or in a discipline related to the requested subcategory:

- a) a detailed CV;
- b) a copy of the diploma in dance or discipline pertaining to the subcategory in question (dance diploma from a vocational college/Cégep or university, diploma from a dance school offering initial advanced-level training, teaching certificate from the Ministry of Education, diploma in administration, etc.). Instructors who are regular members in good standing of AQEDÉ are not required to submit their academic record.
- c) if not a Canadian citizenship, a copy of a Work Permit or Permanent Resident Card.

3.3.2 In the case of an individual without a diploma in dance or in a discipline pertaining to the requested subcategory:

- a) a detailed CV containing the following information (according to the subcategory requested): training; employers; dates, duration and nature of activities; title, dates and duration of dance performances; production and presentation details; number of hours and weeks worked annually in one's domain;
- b) a detailed training path (instructors who are regular members in good standing of AQEDÉ are not required to submit their academic record);

- c) copies of contracts or letters of agreements establishing that the applicant meets the eligibility criteria set out in Articles 3.1. and 3.2; (See model certification of paid services in the *English section*, under *Membership Policy* : <http://www.quebecdanse.org/anglais.>)
- d) in the case of dancers and choreographers, a document attesting to peer recognition (e.g. a grant approval letter from a subsidizing body, a letter announcing the bestowing of a dance prize, written proof of winning a professional dance competition, a sponsorship letter, service contract or letter of agreement with a professional dance company, producer, presenter, etc.);
- e) if not a Canadian citizen, a copy of a Work Permit or Permanent Resident Card.

All membership applications may be submitted to a qualified peer committee to verify compliance.

3.4 Rights and Benefits Apprentice Members have the following rights and benefits:

- a) to participate in the advancement of the discipline;
- b) to participate in all RQD activities;
- c) to receive notifications of meetings of members, to attend these meetings, but this membership category does not include voting rights or eligibility for administrative positions within the RQD Board of Directors;
- d) to be entitled to the privileges and discounts offered to RQD members;
- e) to benefit from the services of representation, consultation, professional development and visibility enhancement;
- f) for those qualifying for the Dancer Training Support Program, to receive financial assistance and be protected by the CSST during training not governed by a work contract;
- g) to be part of an extensive network of contacts, exchanges and information;
- h) to be included in the RQD Membership Directory and have their profiles displayed in the Dance Agenda, on the mobile application and portal of Québec Danse, which are showcases for professional dance in Quebec;
- i) in the weekly updates of the Dance Agenda, to have priority in publishing announcements for shows, training courses, auditions and other professional events;
- j) to post advertisements in real time (calls for projects, job offers) on the Bulletin Board of the Québec Danse website;
- k) to publish press releases in *Fil de presse* on the Québec Danse website, which could appear in *Québec Danse Hebdo*, a newsletter sent to some 1,500 members and partners of RQD.

3.5 Membership Fees

\$55 before September 1

\$70 after September 1

A charge of \$15 will apply to all returned or NSF cheques.

All members must meet the definition and admission requirements of their category, and submit the required supporting documents.

4. ASSOCIATE MEMBER

4.1 Definition

RQD Associate Memberships are available to any individual or corporate body who belong to the sub-categories below, and who meet the eligibility requirements outlined in Article 4.2.

The category of Associate Member comprises seven (7) sub-categories:

- a) Student
- b) Former dance professional
- c) Dance association
- d) CÉGEP offering a dance program
- e) Dance school offering a Dance Studies program
- f) Specialized dance school
- g) Presenter network

Nomenclature:

- a) Student

All persons enrolled at a dance school recognized by the RQD.

- b) Former dance professional

All persons who were previously RQD members but are no longer, due to a permanent termination of their dance activities or a career re-orientation.

- c) Dance association

All dance associations whose principal mission is to bring together, represent and promote dance professionals and amateurs from a particular sector with a view to establishing and regulating standards of practice.

- d) CÉGEP offering a dance program

General and vocational college (CÉGEP) awarding a DEC in dance.

- e) Dance school offering a Dance Studies program

A dance school with a pedagogical director, and whose secondary or college-level students receive a minimum of twelve (12) hours of dance classes per week in a Dance Studies program.

- f) Specialized dance school

A corporation offering introductory or specialized dance training, which is subsidized by the Quebec Ministry of Culture or Department of Canadian Heritage.

- g) Presenter network

A corporation or organization composed of professional Quebec or Canadian presenters, whose principal mission is to support the dissemination of the performing arts, particularly dance, and to facilitate public attendance.

4.2 Eligibility Requirements

To be eligible for one of the seven (7) categories of Associate Membership, candidates must:

4.2.1 In the case of an individual

- a) be a Canadian citizen or permanent resident or hold a work permit (student or tourist visas are not acceptable) and reside in the province of Quebec;
- b) subscribe to the aims and activities of the RQD and abide by its general regulations;
- c) complete a membership or renewal application using the proper form, and pay the membership fee.

4.2.2 In the case of a corporate body

- a) be legally constituted under Quebec or federal law;
- b) subscribe to the aims and activities of the RQD and abide by its general regulations;
- c) designate one (1) person as representative;
- d) complete a membership or renewal application using the proper form, and pay the membership fee.

4.3 Supporting documents

When first applying for membership in this category, applicants must provide the following documents:

4.3.1 In the case of a student

- a) Proof of enrolment at a school recognized by the RQD.

4.3.2 In the case of a corporate body

- a) a copy of the letters patent of incorporation and general non-profit corporate regulations; for all other associations, a description of its mandate;
- b) a brief description of its activities;
- c) in the case of a dance association or presenter network, a description of the composition and status of its members;
- d) in the case of a specialized dance school, proof of subsidization from the Quebec Ministry of Culture or the Department of Canadian Heritage;
- e) in the case of a dance school offering a Dance Studies program, proof that it has a pedagogical director and that it gives its secondary or college-level students a minimum of twelve (12) hours of dance classes per week.

For membership renewal, the documents described in clauses (a), (c) and (e) are required only if they have been modified.

All membership applications may be submitted to a qualified peer committee to verify compliance.

4.4 Rights and Benefits

Associate Members (individuals or representatives of corporate bodies) have the following rights and benefits:

- a) to benefit from RQD's services of representation and visibility enhancement;
- b) to participate in certain RQD activities;
- c) to receive notifications of meetings of members and to attend these meetings, although this membership category does not include voting rights or eligibility for administrative positions within the RQD Board of Directors;
- d) to be entitled to certain privileges and discounts offered to RQD members;
- e) to be part of an extensive network of contacts, exchanges and information;
- f) to be included in the RQD Membership Directory and have their profiles displayed in the Dance Agenda, on the mobile application and portal of Québec Danse, which are showcases for professional dance in Quebec;
- g) in the weekly updates of the Dance Agenda, to have priority in publishing announcements for shows, training courses, auditions and other professional events;
- h) to post advertisements in real time (calls for projects, job offers) on the Bulletin Board of the Québec Danse website;
- i) to publish press releases in *Fil de presse* on the Québec Danse website, which could appear in *Québec Danse Hebdo*, a newsletter sent out to some 1,500 members and partners of RQD.

Associate Members (corporate bodies) have the following rights and benefits:

- a) to benefit from RQD's services of representation and visibility enhancement;
- b) to qualify for RQD's multi-employer group insurance policy;
- c) to be part of an extensive network of contacts, exchanges and information;

- d) to be included in the RQD Membership Directory and have their profiles displayed in the Dance Agenda, on the mobile application and portal of Québec Danse, which are showcases for professional dance in Quebec;
- e) in the weekly updates of the Dance Agenda, to have priority in publishing announcements for shows, training courses, auditions and other professional events;
- f) to publish press releases in *Fil de presse* on the Québec Danse website.

4.5 Membership Fees

Student: \$15

Former dance professional: \$30

Dance association: \$200

CÉGEP offering a dance program: \$200

Dance school offering a Dance Studies program: \$200

Specialized dance school: 200 \$

Presenter network: \$200

A charge of \$15 will apply to all returned or NSF cheques.

In the event there is a difference of interpretation or meaning between the French and English versions of the *Membership policy*, the French interpretation shall take precedence.