

# OPERA AMERICA

## **Career Service and Library Member Manual 2022–2023**

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Note: Programs and dates are subject to change after publication of this manual. For the most up-to-date information, consult the OPERA America website or your OPERA America staff liaison.

If you have general questions about the contents of the Career Service and Library Member Manual or note any errors in the information provided, contact [Membership@operaamerica.org](mailto:Membership@operaamerica.org) or 646.699.5238.

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# MEMBERSHIP OVERVIEW

## INTRODUCTION

OPERA America leads and serves the entire opera community with the mission to support the creation, presentation, and enjoyment of opera.

Founded in 1970 by 20 American opera company leaders interested in sharing resources and best practices, we have built an extensive membership base of over 200 professional opera companies; 550 ensembles, educational institutions, and opera-related businesses; and 3,400 individuals invested in the vitality of the art form. The organization's reach extends even further over 50,000 online followers.

Based at the National Opera Center in Midtown Manhattan, we welcome over 80,000 artists, administrators, trustees, and audience members each year for performances, workshops, auditions, recording sessions, meetings, research, and more. From Washington, D.C., our government affairs office works to ensure a regulatory and legislative environment that supports the work of the field.

We also serve the broader opera industry through partnerships and reciprocal services with the Association for Opera in Canada, Opera Europa, and Ópera Latinoamérica.

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## MEMBERSHIP OVERVIEW

For questions or assistance, contact [Membership@operaamerica.org](mailto:Membership@operaamerica.org) or 646.699.5238.

### CAREER SERVICE AND LIBRARY MEMBERSHIP

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OPERA America's Career Service and Library Membership is for universities, schools, and other career-focused entities, as well as institutional, music, and public libraries, that provide industry resources to opera administrators, artists, technicians, and enthusiasts.

### DUES AND RENEWALS

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Your Career Service and Library Membership is active for 12 months. You will be prompted to renew toward the end of your membership period. Annual dues are \$125.

Note: Canadian Members must renew their memberships through the Association for Opera in Canada. Contact Joel Klein, general manager, at 416.591.7222 or [J\\_Klein@opera.ca](mailto:J_Klein@opera.ca).

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## ACCESSING YOUR INSTITUTIONAL BENEFITS

### YOUR INSTITUTION'S MAIN CONTACTS

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Your institution's designated **Membership Contact** is the person on your staff who serves as your liaison to OPERA America. While information is disseminated through various channels to all staff

members, the Membership Contact serves as our central contact for communicating benefits and sharing resources. Your institution will designate (or confirm) its Membership Contact when you renew. Updates can be made at any time by contacting [Membership@operaamerica.org](mailto:Membership@operaamerica.org).

## **STAFF LOGINS**

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Your staff members will need individual login credentials to access many Career Service and Library Member resources through the OPERA America website. Each individual must be added to your institution's account.

Your Membership Contact (see p. 1), or any registered staff member of your institution, can manage your institution's staff listing by logging into the OPERA America website: *Access your Member Dashboard from the My Portal menu. Then select Update Staff Listing from the My Organization menu.*

Once registered, each staff member will:

1. Receive unique login credentials (see below) for the OPERA America website; and
2. Be included in the dynamically updated Member Directory, accessible online at [operaamerica.org/MemberDirectory](http://operaamerica.org/MemberDirectory) (see p. **Error! Bookmark not defined.**).

Any new staff will receive an auto-generated email with a prompt to set their password. To set or reset your password at any time, use the "Forgot Password?" tool located next to the login button.

## **LIBRARY LOGIN**

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You can request a single, shared login for you to distribute to library users at your institution. These credentials will provide users with access to the full resources of the OPERA America website. Contact [Membership@operaamerica.org](mailto:Membership@operaamerica.org) or 646.699.5238 to set up your library login credentials.

## **OPERA AMERICA STAFF LIAISON**

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OPERA America's Organizational Membership Manager is your primary staff liaison for any questions about your membership or benefits. You can reach them at [Membership@operaamerica.org](mailto:Membership@operaamerica.org) or 646.699.5238. You can find the current staff listing at [operaamerica.org/Staff](http://operaamerica.org/Staff).

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## **ACKNOWLEDGING YOUR MEMBERSHIP**

You are encouraged to acknowledge your participation in the national opera community by identifying your institution as a "Career Service and Library Member of OPERA America." You can display the OPERA America logo on your website, as well as in your program books, press releases, social media, and other materials.

## **HOW TO SPEAK AND WRITE ABOUT OPERA AMERICA**

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When writing about OPERA America, note that the word "OPERA" is written in all capitals.

When describing OPERA America...

...in one sentence: OPERA America is the national membership organization for artists, administrators, trustees, and audiences, dedicated to supporting the creation, presentation, and enjoyment of opera.

...in two sentences: OPERA America is the national membership organization for artists, administrators, trustees, and audiences, dedicated to supporting the creation, presentation, and enjoyment of opera. Based in New York City at the National Opera Center, a custom-built rehearsal and performance facility for the opera field, OPERA America is committed to advancing new work, audience engagement, civic practice, artist and leadership development, research, national advocacy, and an inclusive industry that moves opera forward in America.

### **OPERA AMERICA LOGO**

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Download OPERA America's official logo at [operaamerica.org/PressRoom](http://operaamerica.org/PressRoom) for use on your website and other materials when acknowledging your Career Service and Library Membership.

These logos may not be used for advertising or other purposes without the express written permission of OPERA America. Note that a prior version of OPERA America's logo that included the National Opera Center should be replaced with this version:

The logo for OPERA AMERICA features the word "OPERA" in a bold, black, sans-serif font, positioned above the word "AMERICA". The "A" in "AMERICA" is significantly larger and overlaps with the "P" in "OPERA".

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### **SOCIAL MEDIA — @OPERAAMERICA**

You can help OPERA America bring attention to your work and institution on social media by tagging **@OPERAAmerica** and/or using the hashtag **#operaamerica** when posting content.

Other nationally coordinated events and initiatives, including the **#meetopera** campaign (p. 6) and World Opera Day (p. 6), have dedicated hashtags that you can employ. Participating in these initiatives and tagging **@OPERAAmerica** will expand your reach and visibility through our channels.

# BENEFITS AND RESOURCES

## PUBLICATIONS

### ***OPERA AMERICA MAGAZINE***

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*Opera America Magazine* ([operaamerica.org/Magazine](http://operaamerica.org/Magazine)) is a quarterly publication for the industry's stakeholders: the people who create, produce, perform, and enjoy opera. A print copy of the magazine is mailed to the Membership Contact at each Career Service and Library Member. All Career Service and Library Member staff and users may access full magazine content by logging in at [operaamerica.org/Magazine](http://operaamerica.org/Magazine).

### **ANNUAL FIELD REPORT**

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The Annual Field Report provides a detailed look at the financial, performance, and audience trends among American and Canadian opera companies. The Annual Field Report is published alongside the winter issue of *Opera America Magazine* and available online at [operaamerica.org/AFR](http://operaamerica.org/AFR).

### ***OPERALINK***

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*OperaLink* is OPERA America's e-newsletter that keeps the field informed of important news, upcoming events, and other pertinent information about the sector. *OperaLink* is sent every other Tuesday throughout the year. Any Career Service and Library Member staff can receive *OperaLink* and other program information by signing up for OPERA America's email list at [operaamerica.org/SignUp](http://operaamerica.org/SignUp).

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## ARTISTIC RESOURCES

### **NAXOS VIDEO LIBRARY**

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Career Service and Library Member staff receive free access to the Naxos Video Library ([operaamerica.org/Naxos](http://operaamerica.org/Naxos)), which offers over 2,600 online videos of classical music performances, including full-length operas.

### **PERFORMANCE DATABASE**

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The Performance Database is an ongoing and historical listing of operas presented by member companies of OPERA America, available to producers when determining season programming. The database also provides data for press and research requests pertaining to performance history and premieres.

### **TECHNICAL/PRODUCTION DIRECTORY**

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The Technical/Production Directory (accessible from the Programs menu) is a database of production listings and technical resources at OPERA America's organizational members.

## **NORTH AMERICAN WORKS DIRECTORY**

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The North American Works Directory (accessible from the Programs menu) is a database of new works created and produced by organizational members in the United States and Canada. It provides a wealth of information about the history of new work development; the works of specific composers and librettists; work samples and photos; and links to further resources.

## **STANDARDS FOR OPERA SINGERS**

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OPERA America's Standards for Opera Singers publication outlines recommended standards for singers pursuing careers in operatic performance, developed by artist managers and educators. It can be found and downloaded from the Industry Resources section of the OPERA America website.

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## **ARTS EDUCATOR RESOURCES**

### **NATIONAL OPERA TEACHER AND EDUCATOR SOURCE (NOTES)**

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NOTES is a free, searchable online platform ([operaamerica.org/NOTES](http://operaamerica.org/NOTES)) that showcases learning materials from OPERA America and its member companies. All members have access to browse resources and search by opera title, grade level, subject area, lesson duration, and other criteria; and contribute lesson plans to the database to further enhance its depth as a field-wide resource.

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## **NATIONAL OPERA CENTER**

OPERA America's National Opera Center in Midtown Manhattan provides Career Service and Library Members and other opera practitioners with 25,000 square feet of rehearsal, performance, and meeting space for public programs, auditions, recitals, workshops, recordings, and more.

For more information about the facility, its services, and bookings, visit [operaamerica.org/OperaCenter](http://operaamerica.org/OperaCenter) or contact [Reservations@operaamerica.org](mailto:Reservations@operaamerica.org).

### **OPERA CENTER LIBRARIES**

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The Ardis Krainik Research and Reference Library and Baisley Powell Elebash Score and Recording Library provide access to books, audio recordings, scores, and historically significant documents for research into the global history of opera and the contributions of North American opera companies and artists. The collections can be accessed in person Monday through Friday, 10:00 a.m. to 4:30 p.m., and searched at [operaamerica.org/LibraryCatalog](http://operaamerica.org/LibraryCatalog).



## PROMOTIONAL SERVICES

### MEMBER DIRECTORY

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The OPERA America Member Directory ([operaamerica.org/MemberDirectory](http://operaamerica.org/MemberDirectory)) offers the public a consolidated destination for exploring opera companies across North America. Each Career Service and Library Member is represented with a profile that displays organizational information, shows upcoming performances, and lists current staff and open jobs. (When logged in, members can also see email and phone information for all staff.) Update your institution information and performance/event listings through your member portal on the OPERA America website.

### MEMBER LISTING

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Career Service and Library Members are recognized in an annual listing of the OPERA America organizational membership in the Annual Field Report, published each January in print and online at [operaamerica.org/AFR](http://operaamerica.org/AFR).

### #MEETOPERA CAMPAIGN

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The #meetopera campaign is a national social media campaign to help audiences discover all the ways they can experience opera. Coordinated by OPERA America, the campaign calls on artists, companies, and fans to use their social media platforms to showcase opera's diversity, resiliency, and innovation. Career Service and Library Members are encouraged to use the hashtag #meetopera when posting content that supports these goals. For more information on how to participate, visit [operaamerica.org/meetopera](http://operaamerica.org/meetopera).

### WORLD OPERA DAY — #WORLDOPERADAY

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World Opera Day, held annually on October 25, is an international collaboration of OPERA America, Opera Europa, and Ópera Latinoamérica to showcase the important work of opera companies and artists in communities around the world. Use the hashtag #worldoperaday — and for more information, visit [operaamerica.org/WorldOperaDay](http://operaamerica.org/WorldOperaDay).

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## AFFINITY GROUPS AND LISTSERVS

### WOMEN'S OPERA NETWORK

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The Women's Opera Network (WON) is an action group of opera stakeholders from all sectors of the field dedicated to advancing gender equity in the industry. WON convenes at the annual conference and maintains discourse throughout the year through conference calls, regional meetings, and an active private Facebook group. Any field stakeholders may request to join the Facebook group at [facebook.com/groups/WomensOperaNetwork](https://facebook.com/groups/WomensOperaNetwork). For more information, visit [operaamerica.org/WON](http://operaamerica.org/WON).

### RACIAL JUSTICE OPERA NETWORK

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The Racial Justice Opera Network (RJON) is an action group of opera stakeholders from all sectors of the field who are committed to enriching our art form and industry by seeking racial equity.

RJON is a coalition of BIPOC and White antiracist members working to dismantle racism in opera by actively changing policies and practices that perpetuate the oppression of Black people, Indigenous

people, and other people of color. Any field stakeholders may request to join the Facebook group at [facebook.com/groups/RacialJusticeOperaNetwork](https://facebook.com/groups/RacialJusticeOperaNetwork). For more information, visit [operaamerica.org/RJON](https://operaamerica.org/RJON).

## **LISTSERVS**

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OPERA America maintains topical listservs to encourage communication among members. Career Service and Library Member staff can enroll by logging in on the OPERA America website: *Access your Member Dashboard from the My Portal menu. Then select Listservs from the My Membership menu.*

<b>Listserv</b>	<b>Listserv Email</b>
Arts Advocacy	<a href="mailto:Advocacy@listserv.operaamerica.org">Advocacy@listserv.operaamerica.org</a>
Racial Justice Opera Network ( <i>open to all</i> )	<a href="mailto:RJON@listserv.operaamerica.org">RJON@listserv.operaamerica.org</a>
Women's Opera Network ( <i>open to all</i> )	<a href="mailto:WON@listserv.operaamerica.org">WON@listserv.operaamerica.org</a>

To access the full range of listserv features, log into the listserv portal at [listserv.operaamerica.org](https://listserv.operaamerica.org). This portal requires a separate password from the OPERA America website. Follow the prompts to register. To unenroll from a listserv, log into the listserv portal; click on the listserv name; and choose Unsubscribe.

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## **ADVOCACY**

Inquiries about advocacy and government policies that affect the opera field can be directed to Tony Shivers, director of government affairs, at [TShivers@operaamerica.org](mailto:TShivers@operaamerica.org) or 646.699.5238.

## **OPERA AMERICA ACTION ALERTS**

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All OPERA America members receive periodic action alerts about important advocacy issues. Visit [operaamerica.org/SignUp](https://operaamerica.org/SignUp) to ensure you are on the email distribution list.

## **PERFORMING ARTS ALLIANCE**

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OPERA America members automatically become members of the Performing Arts Alliance, the premier advocate for America's professional nonprofit arts organizations, artists, and their publics before the U.S. Congress and key policymakers. Visit [theperformingartsalliance.org](https://theperformingartsalliance.org) to communicate with members of Congress, access an Advocacy 101 guide, read rules on inviting members of Congress to performances and events, view the congressional voting records, and see summaries of current legislative issues.