IMT MEMBERS CODE OF CONDUCT

Inverness Musical Theatre (IMT) has a proud tradition, stretching back over the last 100 years, to:

1. Promote and provide opportunities for people to come and enjoy musical theatre
2. Bring together like-minded people to collectively develop their knowledge, skills and experiences through amateur musical theatre production and performance.

Our 'Ethos'

IMT's overarching ethos is to provide the opportunity for people to be involved in high quality amateur musical theatre within a positive, supportive, respectful and inclusive environment.

This means IMT expects its members to take ownership of a shared sense of pride, and responsibility, in ensuring we continually strike the right balance between striving to deliver the best productions we can, whilst ensuring we provide opportunity, development and a supportive environment for all our members, regardless of skill, confidence or experience.

IMT has worked hard to develop a positive and supportive culture within the company, ensuring the experience for our members is the best it can be. It is IMT's priority to ensure this culture is maintained, and this shapes the way the company is governed and managed by the committee, on behalf of its members, at all times.

All IMT members take part in our production and activities on a voluntary basis, with mutual appreciation and respect for the skills, time and effort required by those involved, but also the enjoyment, opportunity and personal satisfaction provided through involvement with IMT.

What IMT membership involves

Although there are some exceptions, in general anyone who would like to participate in the activities of IMT needs to become a member, and particularly if they wish to become involved in the cast or production of our annual show. IMT membership runs for 12 months from approximately September to August, and is renewed annually.

Membership to the company is predominantly for the purposes of being involved in our annual production, whether that be on or off-stage. However, there are several other reasons to consider membership, including support with:

- Fundraising
- Governance and management of IMT on the committee
- Maintenance of IMT's costume store
- Sponsorship and marketing
- Social activities
- Community outreach activities

Importantly, IMT members are members of a 'Scottish Charitable Incorporated Organisation' (SCIO) and have important rights and responsibilities as set out in charity law. This includes:

- The right to attend IMT's Annual General Meeting (AGM) and vote on company decisions, such as making changes to the constitution and appointing members to serve as Charity Trustees on the Committee.
- A responsibility to act in the interests of IMT ensure IMT acts in a manner which is consistent with its charitable purposes.

Membership and performance fees are required to be paid annually and agreed at our AGM.

IMT Members Code of Conduct

Being part of IMT should be an enjoyable, positive and fulfilling experience for all. To help us achieve this we ask all IMT members to agree to and abide by the following code of conduct.

For all IMT Members:

- To recognise and comply with their responsibility as a member of a Scottish Charitable Incorporated Organisation (SCIO) to:
    - Act in the interests of IMT
    - Seek, in good faith, to ensure IMT acts in a manner which is consistent with its charitable purposes.

- To accept and act in accordance with IMT's ethos to provide a positive, supportive, respectful and inclusive environment for all its members, and to take personal responsibility for their part in providing opportunity, development and a supportive environment for all fellow members, regardless of skill, confidence or experience.

- To familiarise themselves with, and always abide by, IMT's policies and procedures, including:
    - IMT Members Code of Conduct
    - IMT Health & Safety Policy
    - IMT Equal Opportunities Policy
    - IMT Child Safeguarding Policy
    - IMT Grievance Procedure

For all members involved in IMT's productions:

- To respect the authority and decisions of the IMT Committee and Production Team at all times, and particularly with regard to ensuring the welfare and safety of IMT members involved in the production, including during rehearsals and throughout show week
- To acknowledge and take personal responsibility for the level of commitment and time required, whatever their role, in being part of a successful IMT production, including:
    - Providing appropriate time, and being adequately prepared, to fulfil their role
    - Ensuring they are not absent from, or late for, rehearsals or production meetings for which they are required
    - Approaching their role with a team mindset, recognising that everyone's role is important in ensuring a successful IMT production.
- To follow the instruction of, and be respectful towards, the IMT Stage Manager and the Eden Court Production and Technical staff at all times when in the auditorium, stage or backstage areas of Eden Court Theatre.

For cast/performing members:

- To act in accordance with IMT's rehearsal 'Golden Rules', including to:
    - Be on time and prepared
    - Be respectful and supportive
    - Be accountable
    - Be patient and trust the process
    - Be open to trying new things and making mistakes
    - Be collaborative and communicative
    - Use their time wisely

But most of all… remember that we're here to enjoy ourselves!