

國家交響樂團指揮助理備用人選甄選辦法

Selection Rules for Conductor's Assistants of National Symphony Orchestra

壹、目的

國家交響樂團為培育藝術音樂人才，予臺灣本土指揮家有更多發展空間，國家交響樂團提供入選者與本樂團及國內外指揮家的合作空間，以提升臺灣本土指揮家的實務能力及累積經驗。

A. Purpose

In order to cultivate artistic and musical talents and provide more development space for Taiwanese conductors, the National Symphony Orchestra provides opportunities for domestic and foreign conductors to collaborate with the orchestra to enhance their abilities and accumulate experience.

貳、甄選類科與名額

本樂團指揮助理備用人員；將擇優入選數人(五人以下)。

B. Occupation Category and Quota

Conductor's reserve assistants. The Orchestra will enroll the outstanding applications (no more than 5 people).

參、約聘方式與工作內容

一、約聘方式：由音樂總監自入選名單中，依本樂團節目需求、屬性及入選者特性擇適合者，個別簽約執行(約期可能一週至數週)。

二、工作內容：

(一)協助該週指揮的排練並且準備音樂素材。

(二)在音樂會週對於可能產生的狀況，對行政團隊做出建議。

- (三)協助團員工作以及演出事務。
- (四)如有需要，擔任後台（側台）音樂片段的指揮。
- (五)協助錄影錄音專案。
- (六)協助室內樂計畫。
- (七)在某些情況下指揮樂團。
- (八)與音樂總監及行政團隊聯繫，以深入了解專業的行政領域。

C. Contract Mode and Job Descriptions

I. Contract Mode: The Music Director will select the most qualified candidate as Conductor's Assistant according to the needs, properties of the orchestra's program and characteristics of the candidates from the shortlist of reserve assistants. The Conductor's Assistant will be contracted individually (for one or several weeks).

II. Job Descriptions:

- (a) Assisting the conductor of the week in rehearsals and the preparation of music material.
- (b) Advising the management about possible problems during the concert week.
- (c) Assisting the musicians in their work and performance.
- (d) Conducting backstage music if necessary.
- (e) Assisting with recording projects, audio and video.
- (f) Assisting in chamber music projects.
- (g) Conducting the orchestra in some cases.
- (h) Getting in contact with the management and Music Director to get insights into the administrative aspects of the profession.

肆、資格

指揮助理應具備國內外大學院校音樂科系主修樂團指揮之正式學位或具備相關指揮經歷者。

D. Qualifications of Conductor's Assistants

The Conductor's Assistants should have a formal degree in orchestra conducting from a domestic or foreign university or college, or have relevant conducting experience.

伍、甄選程序

甄選程序：甄選程序分為初試及面試二階段：

一、 初試：

由音樂總監、本樂團各聲部代表四人進行書面及影音資料審查，經合議討論後選出不超過五位候選人進入面試。

二、 面試：

通過初試之候選人，經音樂總監進行面試或安排一次與樂團試演通過，則取得本樂團指揮助理備用人選資格。

未依指定日期參加面試者視同放棄甄選。

E. Selection Procedure

The selection process: The selection process is divided into two stages: the primary selection and the interview.

I. Primary selection:

The Music Director and four section representatives will review the written and audio-visual materials, and after discussion, no more than five candidates will be selected for Interview.

II. Interview:

The candidates who pass the runoff selection and are interviewed by the Music Director will be the conductor's reserve assistants of the Orchestra. The Music Director may arrange a traditional trial performance with the Orchestra if necessary.

The candidates who do not attend the interview on the designated date will be deemed to have forfeited the selection.

陸、報名

一、公告期間：民國即日起至 114 年 2 月 27 日。

二、報名日期：民國即日起至 114 年 2 月 27 日。

三、參加甄選者應檢具下列資料，報名截止日文件未備齊者，不予受理：

(一)報名表一份。

(二)履歷表一份。

(三)身分證正反面影本（外籍人士繳交護照影本）。

(四)最高學歷正式文憑影本一份。

(五)國內外音樂科系師長、國內外交響樂團主管或本樂團演奏員推薦函至少一份，需包含推薦人聯絡方式（電子郵件或 WhatsApp）。

(六)歷年學習指揮之曲目清單。

(七)近五年內錄製之至少十分鐘完整演出影片。

(八)個人資料聲明書。

四、報名方式：

(一)一律採掛號郵寄方式辦理。以郵戳日為憑，逾期恕不受理，未經入選者，不另通知，亦不退回文件。

郵寄地址：100012 臺北市中正區中山南路 21-1 號 NSO 企劃專員徐小姐收。（請註明：指揮助理甄選）

(二)影片請上傳至 <https://forms.gle/5YgGZ3jSB1U4eh6dA>。

- (三)參加甄選者繳交證明文件於入選後發現不實或有偽造、變造情事者，撤銷入選資格。

F. Application Information

I. Announcement Period:

From now to February 27, 2025.

II. Application Period:

From now to February 27, 2025.

III. The applicants should submit the following documents for the selection; if the documents are not ready by the deadline, the application will not be accepted:

- (a) One copy of the application form.
- (b) One copy of the resume.
- (c) Photocopy of the front and back of the ID card (International Student: A photocopy of ARC or Passport).
- (d) One copy of the official diploma of the highest degree.
- (e) At least one recommendation letter from the teacher of any domestic or foreign music department, the supervisor of any symphony orchestra, or NSO Orchestra player. The recommendation letter shall include the recommender's contact address (E-mail or WhatsApp).
- (f) List of repertoires for studying conducting over the years.
- (g) At least 10 minutes of full video recorded in the past 5 years.
- (h) Personal Information Collection Statement.

IV. Application Method:

- (a) The foregoing documents shall be sent to NSO by registered mail. Based on the postmark date, overdue submitting will not be accepted. Those who have not been admitted will not be notified and the documents will not be returned.

Mailing address: 100012 NSO Ms. Hsu, No. 21-1 Chung-Shan S. Road, Taipei, Taiwan, R.O.C. (Please specify: conductor's assistant Selection).

(b) Videos upload to <https://forms.gle/5YgGZ3jSB1U4eh6dA>.

(c) If the submitted documents are found to be false or forged or altered after admission, the admission qualification will be revoked.

柒、甄選時間、地點

初試結果公布日期：民國 114 年 3 月 12 日。

面試日期：民國 114 年 4 月 12 日。

地點：臺北 國家音樂廳。

G. Selection Time and Place

Result of primary selection announcement: March 12, 2025.

Interview: April 12, 2025.

Place: The National Concert Hall, Taipei.

捌、入選通知方式

郵件寄發入選通知單。

H. Notify of Selection

The notice of interview will be notified by email and phone on March 12, 2025.

玖、專人服務電話

徐小姐 +886-2-3393-9652

I. Dedicated Phone Number

Ms. Hsu +886-2-3393-9652

拾、附則

本甄選辦法未規定之事項，悉依本樂團之音樂總監、執行長及演奏
演委員會討論定之。

J. supplementary provisions

**Matters not stipulated in this Selection Rules shall be discussed and
decided by the Music Director, Executive Director and Players
Committee of the Orchestra.**