



Association of International Dance (Inc')

Membership Guide

ABOUT THE ASSOCIATION

This document has been created for members to familiarise themselves with general information pertinent to their membership with the Association of International Dance (Inc').

Membership Categories

Membership

Once enrolled and accepted as a member, you will be allocated a token. Production of your current token entitles you to attend association competitions and functions with no admission fee payable.

As a member you will receive updates to the Association of International Dance 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 Member (Ordinary)

'Ordinary' Professional Members are professional dance teachers in the fields of Standard Ballroom, Latin American, New Vogue, Club Style and other similar types of competitive, partner or social dances.

A person 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.

Professional Member (Uncertified)

'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, Club Style 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.

Professional Members may also have their students participate in assessment level examinations, whereby their students have the opportunity to earn recognition of their achievement at different levels of dance in line with AQF guidelines.

Affiliate Members

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

To become an Affiliate Member simply:

- Complete the personal information details of the Membership Application Form and
- Pay the applicable Membership Dues

Affiliate Members are entitled to all the Benefits of Membership summarized below, other than any support facilities offered for the teaching Professional.

Membership upgrade will require application to, and approval by, the Executive Committee.

Supporting Services (Outline)

✓ Online Directory Listing, Web-Page and Business Development

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

Business Development inquiries and service provisions may be directed to an Executive Committee member for information and discussions.

✓ Educational & Reference Materials

To assist in the understanding of; teacher qualifications; step lists; lesson planning and dance progress, the Association website allows members, their students and the public, open access to the dance syllabus, assessment structure and general dance information.

Relevant technical manuals, dance guides and training videos are available to financial Professional members of the Association for reference, study, teaching & dance development. Curated dance guides and videos will be made available to financial Affiliate members.

✓ Examination & Official Certification

Members have the opportunity to gain additional credentials through testing and certification by a recognized certified examiner in a range of levels and dance styles - this includes teaching qualifications and the traditional student examination structure.

✓ Fully Structured Syllabus Programs & Assessment Structure

Within the Syllabi of each style and level of dance are defined elements designed to create a developmental progression through increasingly complex concepts of dancing and progress assessment.

✓ Credentials

Professional members will be highlighted on our studio listing page and may make mention of their membership and certifications in any of their external marketing materials.

✓ Function & Event Entry

Any member may, by virtue of being a member, gain complimentary or discounted attendance to select functions, events or activities (including up-skilling syllabus/level upgrades for Professional members) as the Association may organize.

Dance training, up-skilling and syllabus upgrade events for all Professional Members will include the provision of a Certificate of Completion as recognition of the relevant training completed and education modules covered.

Special note: Incentives will be offered to the Professional/Studio for their support of any student events organised.

Professional Development

The Association of International Dance portfolio of teaching qualifications is comprehensive, varied and designed to offer potential and current dance professionals, qualifications that are relevant to contemporary developments within the sector based on Australian Qualification Framework (AQF) guidelines and assessment criteria.

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, inclusive environment and it is worth taking the time to consider the options, by looking at what type of qualification you wish to achieve and in what setting you are going to teach.

Our partnership with Special Olympics Australia allows access to their online learning hub to help grow and enhance your skills and ability to interact with people with intellectual disabilities and autism, resulting in additional recognised certifications.

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.

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.

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.

Association of International Dance Assessment Levels

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 level assessments are similar to that used to assess any paired dance or sporting endeavor with a focus towards technique and its application more than style and flash.

3. Allows a measurement of progress against a recognised international standard

The Association maintains the highest of standards for both students and professionals with clearly defined criteria and progress check points throughout each level.

This process ensures that all assessments are in accordance with these objective criteria.

4. Some objective areas which the assessor will consider include the following

- Posture
- Dance position
- Lead or follow
- Footwork
- Rhythm, timing, musicality and expression
- Knowledge, usage and application of syllabus figures and/or appropriate movements for the level being assessed
- Techniques specific to each dance, style and level being demonstrated, such as Cuban/Latin hip motion, rise & fall, body sway or undulation etc

5. Receive valuable feedback from our qualified Assessors

Our Assessors 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.

Note: All syllabus reference material will be made available for download.

Within each dance style in the official syllabi of each level of dance, are defined elements and restrictions, designed to create a developmental progression through increasingly complex concepts of dancing and dynamic movement.

Level assessments are milestones which mark the completion of one level and open the door to the next and are available in a range of styles from Ballroom and Latin American to a variety of Club dance styles.

The following levels and assessment methodology have been created to be relevant to contemporary developments within the sector based on Australian Qualification Framework (AQF) guidelines and assessment criteria.

Activ8Dance

This social (and schools) program will develop the dances you plan to use immediately at a foundation level, with emphasis being placed on three important elements of dancing; foot position, rhythm/timing and leading/following, with enough variety from the styles and syllabi to keep the learning experience interesting.

FusionDance

This program is designed for those individuals who wish to select a number of styles and dances from the available styles and syllabi (3 to 5 dances) within the various levels. The standard of assessment will be in line with the relevant level demonstrated.

Level 1 & 2

These levels are designed to develop timing and technique and are designed and developed;

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

Level 3 & 4

This dance standard involves a higher degree of styling, more elaborate timing, moves and a continuity of movement with many natural directional changes, styling, technique, balance and control. It has been 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.

Level 5

This standard is for the dancer interested in performance or exhibition with choreography, styling, technique and showmanship being a requirement. It is 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.

Star Awards

A demonstration/exhibition of 1 dance, similar to the Diamond Award. With a high expectation of performance, this level is designed for students who wish to incorporate an assessment that is not as technical but allows both student and teacher an opportunity for creativity, flexibility in timing, movement and choreography.

Diamond/Showcase Awards

With similar elements to Level 5 and a higher expectation of performance in all the required dances of the demonstrated style or combined styles and dances in the case of the Showcase Award, these levels are designed for students who have completed all levels of assessment or, those who wish to incorporate an exam that is not quite 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!

Certificate IV

This qualification is for those individuals who are looking to become a dance teacher, have just started in the industry or are looking to increase their technical knowledge and teaching skills.

The Certificate IV qualification tests technical knowledge and practical skills and as such may serve as an entry requirement for the Diploma, Advanced Diploma and Masters Diploma teaching qualification, or DanceSport accreditations.

While this is not a mandatory examination for prospective teachers who wish to take the Diploma examination or a teaching/coaching qualification in its own right, it may be viewed as a helpful preparation.

Diploma | Advanced Diploma | Masters Diploma

Diploma

This qualification gives dance teachers and prospective dance teachers a solid grounding in the skills and knowledge needed to teach dance in a safe environment.

Advanced Diploma

This qualification builds on the skills learnt in the Diploma level and evidences higher level syllabus knowledge and teaching skills.

Masters Diploma

This is the highest teaching qualification offered, further building on the skills and experience gained through the Advanced Diploma qualification.

You are therefore expected to show a depth and breadth of technical knowledge and artistry as well as a high standard of teaching.

These teaching qualifications have been designed to be comprehensive, varied and offer potential and current dance professionals, qualifications that are relevant to current developments within the sector based on Australian Qualification Framework (AQF) guidelines and assessment criteria, while giving prospective and existing dance professionals a solid grounding in the skills and knowledge needed to teach dance in a safe, inclusive environment.

Comparison Table (approximated for reference use only)

Assoc' of International Dance	Other Dance Associations	DanceSport Australia
Certificate IV	Grade 1/2	Introductory Teacher Exam
Diploma	Associate	Assistant Instructor
Advanced Diploma	Membership/Licentiate	Level 1
Masters Diploma	Fellowship	Level 2/3

Examination Options

Professional

This comprises the attendance of a Certified Assessor, relevant Assessment Report form, applicable Award and personalised Certificate of Accomplishment for your student.

Please note that all forms, awards 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 Assessor, Assessment 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 assessment report forms, medals, awards and trophies and only require the provision of a Certified Assessor.

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

Booking an Examiner (Procedure and Guidelines)

1. 28 days' notice is required for assessment bookings to allow sufficient time for an Examiner to arrange their schedule.
2. 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.

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

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

4. Completion and receipt by the Association (via mail or email) of the Assessment Summary form will be required at least 14 days prior to the assessment date with examination payment due at least 7 days prior to the assessment date in order that your students Assessment Report form, Certificate of Accomplishment and Award/Trophy will be available on the date of assessment.
5. On the Assessment Date the student will be provided with their Assessment Report form.

Please note that the 'Dance Art' Award/Trophy plus Certificate of Accomplishment for each applicant will be supplied when payment of assessment 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.



Association of International Dance
 Member of the International Dance Council
Les Nations Unies de la Danse
 The United Nations of Dance

Progress Report

Date: 00/00/0000



Association of International Dance

This Certificate acknowledges that

Jane Smythe

has successfully passed the
assessment requirements for

Level 2

in

Club Style

5th December 2021



PRESIDENT 

SECRETARY 

NAME:

STYLE:

LEVEL:

DANCE	RESULT	REMARKS

General Remarks:

A+	96% plus	Pass-Distinction
A	85% - 95%	Pass-Highly Commended
B	75% - 84%	Pass-Commended
C	65% - 74%	Pass
F	N/A	Further work required

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 assessment items are available when you need it.
- ✓ Cost effective...no additional expenses for all your assessment requirements.
- ✓ Professionally 'branded' documents and 'Dance Art' awards...lend credibility, stature and a point of difference for the standards achieved.
- ✓ Organisational systems in place...to ensure event booking and planning.
- ✓ All items can be supplied, i.e.; assessment report forms, certificates and 'Dance Art' awards where applicable.

Cost Structure (current as at January 2022)

Level Assessment Fees

	Professional	Standard	
Activ8Dance Awards (Levels 1, 2 or 3)	\$9.00	\$4.50	per assessment
1, 2, 3 or 4 Dance Awards (Certificate level only)	\$4.50	\$4.50	per assessment
FusionDance - Level 1 & 2 (Bronze I & Bronze II)	\$9.00	\$4.50	per assessment
FusionDance - Level 3 & 4 (Silver I & Silver II)	\$9.00	\$4.50	per assessment
FusionDance - Level 5 (Gold)	\$9.00	\$4.50	per assessment
FusionDance - Diamond Awards (4 or 5 dances)	\$75.00	\$4.50	per assessment
Level 1 & 2 (Bronze I & Bronze II)	\$9.00	\$4.50	per assessment
Level 3 & 4 (Silver I & Silver II)	\$9.00	\$4.50	per assessment
Level 5 (Gold)	\$9.00	\$4.50	per assessment
Diamond Awards (4 or 5 dances)	\$75.00	\$4.50	per assessment
Showcase Awards (exhibition) - 6 min' maximum duration	\$55.00	\$4.50	per assessment
Star Awards (1 dance)	\$55.00	\$4.50	per assessment

The cost of a booked assessment session is simply that of each assessment payable plus the Certified Assessor fee.

When the assessment session is booked and; the number of candidates, levels being assessed and any special requirements for the session have been advised; provision will be made for the time required for each individual assessment.

The total fee payable; which will include the booked assessments plus the applicable Assessor fee, will be advised to the Studio/Professional and the booking confirmed.

NOTE 1: An hourly rate of \$60.00 for one (1) hour, \$50.00/hr for two (2) hours and \$40.00/hr for three (3) or more consecutive hours is assigned for the provision of a Certified Assessor.

NOTE 2: The above fees do not include expense costs that may be incurred by the studio or professional for; venue hire/usage, professional partnering, music (APRA) licensing, etc...

NOTE 3: Throughout all styles and levels a student or teacher has the option to request the removal of one dance from the assessment level undertaken if age (≥ 50) or a physical impairment restricts the demonstration of the usual required number of dances.
(Refer addendum)

Professional Examination

Certificate IV	\$70.00	per assessment
Diploma	\$75.00	per assessment
Advanced Diploma	\$85.00	per assessment
Masters Diploma	\$95.00	per assessment

If not already an existing member of the Association, applicants for Professional Examinations must apply to the Association for membership prior to attending the examination.

Please forward the completed Membership Application and relevant fee as per the instructions on the application form.

NOTE 1: The above fee schedule includes the provision of a Certified Assessor.

NOTE 2: The applicable membership fee in the first instance will be as that for an 'Uncertified' Professional Member.

Addendum: Candidates who may require adjustments to the Assessment;

The Association of International Dance is committed to promoting an environment where all individuals are encouraged to achieve their full potential and develop their skills, encouraging its teaching members to maintain an open approach towards the different talents and abilities offered by all their students.

It is therefore required of all teaching members that they do not discriminate either directly or indirectly, on the grounds of colour, race, nationality, ethnic origin, gender, mental or physical disability, marital status or sexuality and pupils with disabilities should not be treated less or more favourably than able-bodied pupils simply because of their disability.

Disability takes the form of mental or physical impairment or both and may be long or short term and the association recognises that some students with a mental or physical impairment may need special adjustments to assessment conditions to allow them to demonstrate their knowledge in dance.

The following procedure should be used in all cases every time the candidate enters for a dance assessment, as the conditions and necessary adjustments may change.

If a teacher wishes to enter such a pupil for assessment, the association would like to make it clear that although pupils with mental or physical impairments may require extra time in an assessment or special aids (e.g., special headphones if the candidate is deaf) in order to perform to the best of their ability, the quality of the performance in an assessment is to be comparably equal to that of an able-bodied candidate.

If such a candidate is to be submitted for assessment and an adjustment to standard criteria is required, the teacher must apply to the association for the 'Application for Adjustment' form or download it from the website.

This should be completed and returned (with a doctor's letter if relevant) to the association a minimum of two weeks prior to the booked examination date.

In all cases where the candidate has a short or long-term impairment, even if alterations to assessment conditions are not requested by the teacher, the association will consider if in their opinion, any changes should nevertheless be made in the interests of the health and safety of the candidate and will inform the Studio/Teaching professional and Examiner of the candidate's situation in all cases.