

Rita Tucker, DCP Coordinator  
62832 Range Rd.  
Lore City, OH 43755  
740-489-5811  
[ritatuck@aol.com](mailto:ritatuck@aol.com)

August 12, 2002

STEPHANIE GRAY  
709 BUFFINGTON ST  
HUNTINGTON, WV 25702

Hi STEPHANIE,

Education Coordinator, Lynn Hartmuth, has recently appointed me to coordinate the Director Certification Program for Region 4. Your name is included on the active DCP list for Region 4 as submitted by International.

If you have completed any module testing, I have included a current progress report for your review. As most of you know, the DCP is a self-directed program for anyone interested in expanding their general musical knowledge, as well as enhancing actual directing skills. Ten modules are completed through testing, regional music team evaluations and chorus evaluations. I have also included an explanation of the 10 DCP skill areas and requirements for advancement. The complete set of DCP modules is available through International Sales.

Testing will be made available at all regional meetings. If you are interested in completing any test, contact me ahead of any regional event to set up a time to meet. If several participants from an area would like to schedule testing, contact me to see if other arrangements can be made. Lynn Hartmuth, Education Coordinator, has also agreed to administer testing if it is more convenient to make arrangements with her.

I am looking forward to working with you on completing the DCP modules and attaining your goals. Please contact me if you have any questions or concerns.

In Harmony,

Rita Tucker  
DCP Coordinator  
Region #4

Cc: Lynn Hartmuth, Education Coordinator  
file

**DIRECTOR CERTIFICATION PROGRAM  
SELF-EVALUATION FORM  
CONFIDENTIAL**

Instructions: Please complete this form and send it to your ED/DCP Coordinator. Use the back of this form if you have any comments.

Chorus Name River Magic Region # 4 Date 6/14/01  
Name Stephanie L. Gray Home Phone (304) 523-6671  
Address 709 Buffington Street Work Phone (304) 696-2592  
Huntington, WV 25702 Fax (304) 696-6844

I am currently serving as a Sweet Adelines International chorus:

☐ Director/Co-director      ☒ Associate/Assistant Director      ☐ Candidate

Using a numerical rating from 1-5 (1 = low and 5 = high), please rate your level of proficiency in each of the following skill areas:

- 3 1. Conducting - Includes ictus, hand motions, beat pattern, tempo, body posture, ad lib style, attacks and releases, eye contact, facial expressions
- 2 2. Analytical Listening - Ability to diagnose and develop a plan to correct problems in areas of balance, word flow, vibrato, section accuracy, synchronization, resonance, and vocal production
- 2 3. Organizational Knowledge & Director Resources - International and regional structure, appointees, elected officials, committees and their duties; organizational philosophy, policies, terminology
- 3 4. Teaching - Style of presentation, methods of teaching music, vocal skills, section unity, barbershop style
- 3 5. Management - Selecting, training, utilizing musical leaders, working with chapter administration
- 2 6. Judging Categories & Competition - Knowledge and application of the four categories as outlined in the *Judging Category Description Book*
- 4 7. Vocal Production - Understanding and practical application of components of good vocal skills
- 4 8. Communication - Application of effective communication skills with administrative leaders, musical leaders, chorus members and others
- 5 9. Music Theory - Understanding of music notation, key signatures, time signatures, intervals, chord structures
- 3 10. Rehearsal Planning & Implementation - Understanding of time scheduling, rehearsal pacing and variety, and long-range planning

# Memo

Date: July 3, 2001

To: Lynn S. Hartmuth, DCPC #04

From: Pat C. Berry, Music Services Assistant/DCP

Re: Director Certification Program

Enclosed is information on Stephanie L. Gray who has enrolled in the Director Certification Program. Please make contact as soon as possible introducing yourself as the DCP Coordinator for your region.

You will also want to make certain that all DCP members are notified when the region has testing sessions, training sessions, or classes for directors.

If a DCP participant's classification changes (e.g., is no longer a director or assistant director), moves to another region, or changes chapters, please let me know.

Enclosures

:pb

cc: Norma Rash, ED #04





SWEET ADELINES  
INTERNATIONAL

... a worldwide organization  
of women singers  
committed to advancing  
the musical art form of  
barbershop harmony  
through education  
and performance.

INTERNATIONAL  
HEADQUARTERS:

P.O. Box 470168  
Tulsa, OK 74147-0168  
918-622-1444  
FAX 918-665-0894  
800-992-7464

Internet: [sweetadelineintl.org](http://sweetadelineintl.org)

July 3, 2001

Ms. Stephanie L. Gray, AD  
River Magic Chapter #04  
709 Buffington St  
Huntington WV 25702

Dear Stephanie:

Thank you for your interest in the Director Certification Program (DCP). You are now enrolled as an applicant in the program. We commend you for taking advantage of this opportunity to further develop your skill and expertise as a chorus director.

Advancement within the program is contingent upon the satisfactory completion of specified requirements for each level. Advancement is also based on your proficiency in the following skills:

**Musical/Technical**

Conducting  
Analytical Listening  
Judging Categories & Competition  
Vocal Production  
Music Theory  
Rehearsal Planning and Implementation

**Management/Communication**

Organizational Knowledge & Director  
Resources  
Teaching  
Management  
Communication

The ED/DCP Coordinator will notify you of any testing sessions available in your region/area. Following are some resources available from our international sales department that you might find useful in preparing for the sessions: *DCP Resource Modules*, *Arranger's Guide*, *Judging Category Description Book*, international competition video and audio tapes.

One of the requirements of the program is to complete the enclosed self-evaluation form and return it, in the envelope provided, to the Directors Certification Program Coordinator. This will provide the ED/DCP Coordinator and you a basis against which to measure your progress. The information on the self-evaluation form is considered confidential.

Please feel free to call on your ED/DCP Coordinator if you have any questions regarding the program.

Sincerely,

Pat C. Berry  
Music Services Assistant/DCP

cc: Norma Rash, ED #04  
Lynn S. Hartmuth, DCPC #04

# Director Certification Program Application

Chapter Name River Magic Chapter # 0481 Region 4  
Name Stephanie L. Gray Membership # 004989  
Address 709 Buffington Street Home Phone (304) 523-6671  
Huntington, WV 25702 Alternate Phone (304) 696-2592 (W)  
Fax (304) 696-6844

## Sweet Adelines International Title/Position

- ☐ Director/Co-director Chapter Name \_\_\_\_\_  
☒ Associate/Assistant Director Chapter Name River Magic  
☐ Candidate Chapter Name \_\_\_\_\_

## Sweet Adelines International Membership Data

Year joined Sweet Adelines International: 1977 Has your affiliation been continuous? Yes

Please list former chapter(s) and region(s): \_\_\_\_\_

## Sweet Adelines International Experience

- |  |  |
|--|--|
| <input type="checkbox"/> Chorus Director/Co-director             | <input type="checkbox"/> International Faculty     |
| <input checked="" type="checkbox"/> Associate/Assistant Director | <input type="checkbox"/> Judge (_____ Category)    |
| <input checked="" type="checkbox"/> Section Leader               | <input checked="" type="checkbox"/> Quartet Member |
| <input type="checkbox"/> Regional Leader                         | <input type="checkbox"/> Quartet Coach             |
| <input type="checkbox"/> Arranger                                | <input type="checkbox"/> Chorus Coach              |
| <input type="checkbox"/> Other <u>Visual Team Member</u>         |  |

**PAID**

JUN 25 2001

CK# 664 \$ 35

## Musical Background

Formal education: 2 year as Music Education major; emphasis- Voice/Piano

Other musical training: 14 years private piano lessons; 3 years private voice lessons

Barbershop experience outside Sweet Adelines International: SPEBSQSA - Father and brother were both directors of a chorus in Huntington, WV.

Please list membership in other musical organizations (e.g., MENC, ACDA, NATS): N/A