

**Sweet Adelines International
Director Certification Program
Progress Report**

CONFIDENTIAL

Report for fiscal year 200__ - 200__

CONFIDENTIAL

DCP Member's Name Lynnda Hill

Chorus Name Seaside City

Region # 23

Classification: ☐ Director/Co-Director ☒ Associate/Assistant Director ☐ Candidate

DCP Coordinator: Record the highest score received in each skill area and the date the score was achieved. The numbers listed below correspond to the DCP skill area tests. This report should be submitted to international headquarters immediately following the testing session.

MUSICAL/TECHNICAL SKILLS

not taken 1. **Directing** - 10 points possible for all classifications. Includes ictus, hand motions, beat pattern, tempo, body posture, ad lib style, attacks and releases, eye contact, facial expressions.
Date of evaluation: _____

8.0 2. **Analytical Listening** - 10 points possible for all classifications. Ability to diagnose and develop a plan to correct problems in areas of balance, word flow, vibrato, section accuracy, synchronization, resonance, and vocal production.
Date of evaluation: 11-21-07

not taken 6. **Judging Categories & Competition** - 10 points possible for all classifications. Knowledge and application of the four categories as outlined in the Judging Category Description Book.
Date of exam: _____

not taken 7. **Vocal Production** - 10 points possible for all classifications. Understanding and practical application of components of good vocal skills.
Date of exam: _____

not taken 9. **Music Theory** - 10 points possible for all classifications. Understanding of music notation, key signatures, time signatures, intervals, chord structures.
Date of exam: _____

9.35 10. **Rehearsal Planning & Implementation** 10 points possible for director/co-director and associate/assistant director classifications; 5 points possible for candidates. Understanding of time scheduling, rehearsal pacing and variety, and long-range planning.
Date of evaluation: 8-2-08
Score Part 1: 4.35 Score Part 2: 5
Enter appropriate score above.

5-29-12

MANAGEMENT/COMMUNICATION SKILLS

9.5 3. **Organizational Knowledge & Director Resources** - 10 points possible for all classifications. International and regional structure, appointees, elected officials, committees and their duties; organizational philosophy, policies, terminology.
Date of exam: 8-2-08

8.51 4. **Teaching** - 10 points possible for director/co-director and associate/assistant director classifications - take Part 1 only; 5 points possible for candidates - take Part 2 only. Style of presentation, methods of teaching music, vocal skills, section unity, barbershop style.
Date of evaluation: 5-29-12
Score Part 1: 8.51 Score Part 2: N/A
(Max. 10 pts.) (Max. 5 pts.)
Enter Part 1 or Part 2 above. **Do not total both scores.**

9.14 5. **Management** - 10 points possible for director/co-director and associate/assistant director classifications - take both Parts 1 & 2. 5 points possible for candidates - take Part 2 only. Selecting, training, utilizing musical leaders, working with chapter administration.
Date of evaluation: 11-21-07
Score Part 1: 4.14 Score Part 2: 5
(Max. 5 pts.) (Max. 5 pts.)
Enter appropriate score above.

9.47 8. **Communication** - 10 points possible for director/co-director and associate/assistant director classifications - take both Parts 1 & 2; 5 points possible for candidates - take Part 2 only. Application of effective communication skills with administrative leaders, musical leaders, chorus members and others.
Date of evaluation: 8-14-08
Score Part 1: 4.47 Score Part 2: 5.0
(Max. 5 pts.) (Max. 5 pts.)
Enter appropriate score above.

Director Certification Program
Progress Report

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SCORE AND ADVANCEMENT REQUIREMENTS

Approved Director: Self-evaluation form is on file with the ED/DCP Coordinator; combined scores of at least 50 points in all ten skill areas; must have attended a regional director education training session or participated fully in the director's tract at IES (International Education Symposium) within the last 12 months

Certified Director: Combined scores of at least 66 points in all ten skill areas, with a minimum of 7 points in the area of directing skills, a combined minimum score in the five remaining musical/technical areas of at least 33 points and a minimum of 6 points in each area, and at least 26 points in management/communications skills with a minimum of 4 points in each area; must have attended a regional or international educational event during the past 12 months; and must be currently serving as director/co-director or associate/assistant director of a chartered Sweet Adelines International chorus

Master Director: Must have achieved the level of Certified Director and then a minimum of 600 points in a regional chorus competition or 1200 points in an international chorus competition, excluding bonus points, and must have been the chorus' director for at least one year

17.35 Total score received in musical/technical skills

36.62 Total score received in management/communication skills

53.97 Total score received in all skills

List attendance at regional/international education events in the last 12 months.

Please give specific dates for each event: All Regional function, SAI International Convention

COMMENTS BY DCP COORDINATOR: _____

STATUS

4-11-07 Date applied to DCP
____ Date advanced to Approved Director
____ Date recommended to Certified Director
____ Date recommended to Master Director
____ Date reaffirmed at current status

Date: 4-1-13 Signed: [Signature] Region # 23
DCP Coordinator

cc: DCP Participant
Music Services Department
DCP Coordinator

FOR OFFICE USE ONLY

Date verified classification: _____ Chapter # _____
DCP Member _____ Chapter President _____
Address _____ Address _____

**Sweet Adelines International
Director Certification Program
Progress Report**

CONFIDENTIAL

Report for fiscal year 2008 - 2009

CONFIDENTIAL

DCP Member's Name

Lyndia Hill

Region #

23

Chorus Name

Scenic City

Classification:

☐

Director/Co-Director

☐

Associate/Assistant Director

☒

Candidate

DCP Coordinator: Record the highest score received in each skill area and the date the score was achieved. The numbers listed below correspond to the DCP skill area tests. This report should be submitted to international headquarters immediately following the testing session.

MUSICAL/TECHNICAL SKILLS

1 **1. Conducting** - 10 points possible for all classifications. Includes ictus, hand motions, beat pattern, tempo, body posture, ad lib style, attacks and releases, eye contact, facial expressions.

Date of evaluation: _____

8.0 **2. Analytical Listening** - 10 points possible for all classifications. Ability to diagnose and develop a plan to correct problems in areas of balance, word flow, vibrato, section accuracy, synchronization, resonance, and vocal production.

Date of evaluation: 11/21/07

6. Judging Categories & Competition - 10 points possible for all classifications. Knowledge and application of the four categories as outlined in the Judging Category Description Book.

Date of exam: _____

7. Vocal Production - 10 points possible for all classifications. Understanding and practical application of components of good vocal skills.

Date of exam: _____

9. Music Theory - 10 points possible for all classifications. Understanding of music notation, key signatures, time signatures, intervals, chord structures.

Date of exam: _____

5.0 **10. Rehearsal Planning & Implementation** 10 points possible for director/co-director and associate/assistant director classifications; 5 points possible for candidates. Understanding of time scheduling, rehearsal pacing and variety, and long-range planning.

Date of evaluation: 8/2/08

Score Part 1: _____ Score Part 2: 5

Enter appropriate score above.

MANAGEMENT/COMMUNICATION SKILLS

9.5 **3. Organizational Knowledge & Director Resources** - 10 points possible for all classifications.

International and regional structure, appointees, elected officials, committees and their duties; organizational philosophy, policies, terminology.

Date of exam: 8/2/08

4. Teaching - 10 points possible for director/co-director and associate/assistant director classifications - take Part 1 only; 5 points possible for candidates - take Part 2 only. Style of presentation, methods of teaching music, vocal skills, section unity, barbershop style.

Date of evaluation: _____

Score Part 1: _____ Score Part 2: _____

(Max. 10 pts.)

(Max. 5 pts.)

Enter Part 1 or Part 2 above. **Do not total both scores.**

5.0 **5. Management** - 10 points possible for director/co-director and associate/assistant director classifications - take both Parts 1 & 2. 5 points possible for candidates - take Part 2 only. Selecting, training, utilizing musical leaders, working with chapter administration.

Date of evaluation: 11/21/07

Score Part 1: N/A Score Part 2: 5

(Max. 5 pts.)

(Max. 5 pts.)

Enter appropriate score above.

5.0 **8. Communication** - 10 points possible for director/co-director and associate/assistant director classifications - take both Parts 1 & 2; 5 points possible for candidates - take Part 2 only. Application of effective communication skills with administrative leaders, musical leaders, chorus members and others.

Date of evaluation: 8/14/08

Score Part 1: _____ Score Part 2: 5.0

(Max. 5 pts.)

(Max. 5 pts.)

Enter appropriate score above.

SCORE AND ADVANCEMENT REQUIREMENTS

- Approved Director: Self-evaluation form is on file with the ED/DCP Coordinator; combined scores of at least 50 points in all ten skill areas; must have attended a regional director education training session or participated fully in the director's tract at IES (International Education Symposium) within the last 12 months
- Certified Director: Combined scores of at least 66 points in all ten skill areas, with a minimum of 4 points in each area, and at least 40 points in musical/technical skills, and at least 26 points in management/communications skills; must have attended a regional director educational training session or participated fully in the director's track at IES during the past 12 months; and must be currently serving as director/co-director or associate/assistant director of a chartered Sweet Adelines International chorus
- Master Director: Must have achieved the level of Certified Director and then a minimum of 600 points in a regional chorus competition or 1200 points in an international chorus competition, excluding bonus points, and must have been the chorus' director for at least one year

13.0 Total score received in musical/technical skills
19.5 Total score received in management/communication skills
32.5 Total score received in all skills

List attendance at regional/worldwide director education training sessions or an international director's seminar in the last 12 months. Please give specific dates for each training session: Quartet Workshop

11/9/07 - 11/11/07

COMMENTS BY DCP COORDINATOR: _____

STATUS

4/11/07 Date applied to DCP
____ Date advanced to Approved Director
____ Date recommended to Certified Director
____ Date recommended to Master Director
____ Date reaffirmed at current status

Date: 8/14/08

Signed: Emica Ramey

DCP Coordinator

Region # 23

cc: DCP Participant
Music Services Department
DCP Coordinator

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Date verified classification: _____ Chapter # _____
DCP Member _____ Chapter President _____
Address _____ Address _____

**Sweet Adelines International
Director Certification Program
Progress Report**

CONFIDENTIAL

Report for fiscal year 2007 - 2008

CONFIDENTIAL

DCP Member's Name

Lynda Hill

Region #

23

Chorus Name

Scenic City

Classification:

☐

Director/Co-Director

☐

Associate/Assistant Director

☒

Candidate

DCP Coordinator: Record the highest score received in each skill area and the date the score was achieved. The numbers listed below correspond to the DCP skill area tests. This report should be submitted to international headquarters immediately following the testing session.

MUSICAL/TECHNICAL SKILLS

 1. **Conducting** - 10 points possible for all classifications. Includes ictus, hand motions, beat pattern, tempo, body posture, ad lib style, attacks and releases, eye contact, facial expressions.

Date of evaluation:

8.0 2. **Analytical Listening** - 10 points possible for all classifications. Ability to diagnose and develop a plan to correct problems in areas of balance, word flow, vibrato, section accuracy, synchronization, resonance, and vocal production.

Date of evaluation: 11/21/07

 6. **Judging Categories & Competition** - 10 points possible for all classifications. Knowledge and application of the four categories as outlined in the Judging Category Description Book.

Date of exam:

 7. **Vocal Production** - 10 points possible for all classifications. Understanding and practical application of components of good vocal skills.

Date of exam:

 9. **Music Theory** - 10 points possible for all classifications. Understanding of music notation, key signatures, time signatures, intervals, chord structures.

Date of exam:

 10. **Rehearsal Planning & Implementation** 10 points possible for director/co-director and associate/assistant director classifications; 5 points possible for candidates. Understanding of time scheduling, rehearsal pacing and variety, and long-range planning.

Date of evaluation:

Score Part 1: Score Part 2:

Enter appropriate score above.

MANAGEMENT/COMMUNICATION SKILLS

 3. **Organizational Knowledge & Director Resources** - 10 points possible for all classifications. International and regional structure, appointees, elected officials, committees and their duties; organizational philosophy, policies, terminology.

Date of exam:

 4. **Teaching** - 10 points possible for director/co-director and associate/assistant director classifications - take Part 1 only; 5 points possible for candidates - take Part 2 only. Style of presentation, methods of teaching music, vocal skills, section unity, barbershop style.

Date of evaluation:

Score Part 1: Score Part 2:

(Max. 10 pts.)

(Max. 5 pts.)

Enter Part 1 or Part 2 above. **Do not total both scores.**

5.0 5. **Management** - 10 points possible for director/co-director and associate/assistant director classifications - take both Parts 1 & 2. 5 points possible for candidates - take Part 2 only. Selecting, training, utilizing musical leaders, working with chapter administration.

Date of evaluation: 11/21/07

Score Part 1: N/A Score Part 2: 5

(Max. 5 pts.)

(Max. 5 pts.)

Enter appropriate score above.

 8. **Communication** - 10 points possible for director/co-director and associate/assistant director classifications - take both Parts 1 & 2; 5 points possible for candidates - take Part 2 only. Application of effective communication skills with administrative leaders, musical leaders, chorus members and others.

Date of evaluation:

Score Part 1: Score Part 2:

(Max. 5 pts.)

(Max. 5 pts.)

Enter appropriate score above.

SCORE AND ADVANCEMENT REQUIREMENTS

- Approved Director: Self-evaluation form is on file with the ED/DCP Coordinator; combined scores of at least 50 points in all ten skill areas; must have attended a regional director education training session or participated fully in the director's tract at IES (International Education Symposium) within the last 12 months
- Certified Director: Combined scores of at least 66 points in all ten skill areas, with a minimum of 4 points in each area, and at least 40 points in musical/technical skills, and at least 26 points in management/communications skills; must have attended a regional director educational training session or participated fully in the director's track at IES during the past 12 months; and must be currently serving as director/co-director or associate/assistant director of a chartered Sweet Adelines International chorus
- Master Director: Must have achieved the level of Certified Director and then a minimum of 600 points in a regional chorus competition or 1200 points in an international chorus competition, excluding bonus points, and must have been the chorus' director for at least one year

8.0 Total score received in musical/technical skills
5.0 Total score received in management/communication skills
13.0 Total score received in all skills

List attendance at regional/worldwide director education training sessions or an international director's seminar in the last 12 months. Please give specific dates for each training session: Quartet Workshop - 11/9/07 - 11/11/07

COMMENTS BY DCP COORDINATOR: _____

STATUS

4/11/07 Date applied to DCP
_____ Date advanced to Approved Director
_____ Date recommended to Certified Director
_____ Date recommended to Master Director
_____ Date reaffirmed at current status

Date: 11/24/07 Signed: Erica Ramsey Region # 23
DCP Coordinator

cc: DCP Participant
Music Services Department
DCP Coordinator

FOR OFFICE USE ONLY

Date verified classification: _____ Chapter # _____
DCP Member _____ Chapter President _____
Address _____ Address _____

Director Certification Program Application

Chapter Name Scenic City Chapter # 2383 Region 23
Name Lynda Hill Membership # 135546
Address 1543 County Road 255 Home Phone 256-495-3520
Bridgeport, Alabama Alternate Phone 423-322-0348
Zip 35740 Fax 423-321-1531 Email lhill@millermartin.com

Current Sweet Adelines International Title/Position

- ☐ Director/Co-director Chapter Name _____
☐ Associate/Assistant Director Chapter Name _____
☒ Candidate Chapter Name Scenic City

Sweet Adelines International Membership Data

Year joined Sweet Adelines International: 2002 Has your affiliation been continuous? Yes

Please list former chapter(s) and region(s): N/A

Sweet Adelines International Experience

- | | |
|---|--|
| <input type="checkbox"/> Chorus Director/Co-director | <input type="checkbox"/> International Faculty |
| <input 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 checked="" type="checkbox"/> Other <u>Chapter V.P. & President</u> | |

Musical Background

Formal education: High School Music/Chorus

Other musical training: Piano/Mandolin lessons

Barbershop experience outside Sweet Adelines International: None

Please list membership in other musical organizations (e.g., MENC, ACDA, NATS): None

Sweet Adelines International Educational Background

PAID

APR 11 2007

Ck # m/c \$ 50.

How many regional competitions have you attended as a:

☐ Competing chorus director

6 ☒ Competing chorus member

☐ Spectator

Please list any international directors' seminars you have attended: None

Please list any regional training programs you have attended: _____

Please list regional educational event(s) you have attended in the last 12 months: 2006 Reg. 23 Summer SingSation, June 9-11
2006 Reg. 23 Quartet Workshop, Nov. 10-12

Personal Goals

What do you hope to gain from enrollment in this program? _____

I hope to gain a better understanding of the technical and creative aspects of barbershop singing.
I love singing in the chorus; however, I feel that the greatest contribution I can make to my
chapter is not necessarily singing on the risers but continually trying to educate myself about the
art form and then sharing what I have learned with the other members. Specifically, as a section
leader, I hope to learn more about vocal production, analytical listening and teaching styles/skills
so that I can better assist those in my section and the chorus as a whole.

Signature

Jayden M. Hill

Date

4-6-07

Please complete and return this application to international headquarters, along with the **\$50 application fee** by check, money order (U.S. funds) payable to Sweet Adelines International or credit card. (This fee is non-refundable and non-transferrable.)

PLEASE NOTE: The application fee to enroll in the Director Certification Program **does not** include the DCP modules.

Please complete the following if using a credit card:

☐ VISA

☒ MasterCard

☐ Discover Card

Signature

Jayden M. Hill

541

Expiration Date

11/30/2009

Sweet Adelines International • P.O. Box 470168 • Tulsa, Oklahoma 74147-0168
918-622-1444 • 800-992-7464 • Fax 918-665-0894 • Internet: sweetadelineintl.org

For office use only

Date processed: _____

☐ Director/Co-Director

☐ Associate/Assistant Director

☐ Candidate

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

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

Chorus Name: Scenic City Chapter

Region #: 23

Date: April 10, 2007

Name: Lynda M. Hill

Home Phone: 256-495-3520

Address: 1543 County Road 255 Bridgeport, Alabama 35740 Work Phone: 423-322-0348 (cell)

Fax: 423-321-1531

Email: _____ or _____

I am currently serving as a Sweet Adelines International chorus:

☐ Director/Co-director

☐ Associate/Assistant Director

☒ XX 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:

- 1 1. Conducting - Includes ictus, hand motions, beat pattern, tempo, body posture, ad lib style, attacks and releases, eye contact, facial expressions
- 3 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
- 4 3. Organizational Knowledge & Director Resources - International and regional structure, appointees, elected officials, committees and their duties; organizational philosophy, policies, terminology
- 2 4. Teaching - Style of presentation, methods of teaching music, vocal skills, section unity, barbershop style
- 4 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*
- 3 7. Vocal Production - Understanding and practical application of components of good vocal skills
- 5 8. Communication - Application of effective communication skills with administrative leaders, musical leaders, chorus members and others
- 3 9. Music Theory - Understanding of music notation, key signatures, time signatures, intervals, chord structures
- 4 10. Rehearsal Planning & Implementation - Understanding of time scheduling, rehearsal pacing and variety, and long-range planning