

LAST NAME: BARFORD

TEST I: 10

FIRST NAME: JEAN

TEST II: 8

MI:       

TEST III: 10

TITLE: MS

TEST IV.I: 10

ADDRESS 1: 8002 QUAIL HOLLOW CT

TEST IV.II:       

ADDRESS 2:       

CITY: WESTCHESTER

TEST V.I: 8

STATE:        OH

TEST V.II:       

COUNTRY: USA

TEST VI: 8

ZIP:        45069

TEST VII: 10

PHONE (H):        (513)777-9364

TEST VIII.I: 10

PHONE (A):        (513)885-3510

TEST VIII.II:       

REGION: 04

TEST IX: 10

CHAPTER: GEM CITY

TEST X.I: 8

DIR/CO: X

TEST X.II:       

ASST/ASSO:       

TOTAL: 92

CAND.:   

M/T: 54

N/M:   

M/C: 38

CHORUS:       

REG SCORE:       

APPLICANT:        08-87

INTL SCORE:       

APPROVED:       

PROG RPT:        12-88

CERTIFIED: 12-88

EDUCATION EVENT:       

MASTER: 01-92



## SWEET ADELINES, INC.

## DIRECTOR CERTIFICATION PROGRAM

PROGRESS REPORT

NOTE: THIS INFORMATION IS CONFIDENTIAL.

INSTRUCTIONS TO DMA: Record the score which the participant achieves for each skill area. If evaluation for one or more areas has not yet taken place at the time the Progress Report is completed, write "NA" in the appropriate blank(s). Distribution: One copy to International Headquarters; one copy to participant; one copy to DMA file.

PARTICIPANT'S NAME John Bedford DATE 12/28/88  
CHAPTER NAME GLAD CITY REGION # 4  
DIRECTOR PARTICIPANT ✓ NON-DIRECTOR PARTICIPANT \_\_\_\_\_  
TOTAL SCORE \_\_\_\_\_

5 I. Conducting Skills

1. No aptitude for conducting.
2. Minimal conducting skills.
3. Acceptable conducting techniques in the barbershop style.
4. Above average conducting techniques in the barbershop style.
5. Outstanding conducting techniques including artistry, finesse, creativity, and showmanship in the barbershop style.

4 II. Analytical Listening Skills

1. Lack of analytical listening skills.
2. Minimal capability in analytical listening skills.
3. Satisfactory ability to identify, analyze, evaluate and correct, if necessary, the barbershop sound as produced by individual voices and/or performing groups.
4. Above average capability in analytical listening skills.
5. Exceptional capability in analytical listening skills.

5 III. Organizational Knowledge/Commitment

1. No knowledge of and/or commitment to Sweet Adelines, Inc.
2. Basic knowledge of the organization's structure and philosophy.
3. Supports and encourages participation in programs at the regional and International level, i.e., competition, educational events, regional meetings, etc.
4. Promotes organizational involvement and participation.
5. Assumes active leadership role at the regional and/or International level.

(continued)



PARTICIPANT'S NAME Jean Barford

5 IV. Teaching Skills

1. No teaching skills within the framework of a chorus rehearsal.
2. Minimal teaching skills within the framework of a chorus rehearsal.
3. Satisfactory teaching skills within the framework of a chorus rehearsal.
4. Above average teaching skills within the framework of a chorus rehearsal.
5. Exceptional teaching skills within the framework of a chorus rehearsal.

4 V. Management Skills

1. No level of management skills.
2. Minimal level of management skills.
3. Satisfactory level of management skills, i.e., identifies, develops and utilizes the specialized skills of individual chorus members.
4. Above average level of management skills.
5. Exceptional level of management skills.

4 VI. Knowledge of the Barbershop Style as Delineated by the Four Judging Categories

1. No knowledge or application of the barbershop style as delineated by the four judging categories.
2. Minimal knowledge and application of the barbershop style as delineated by the four judging categories.
3. Satisfactory knowledge and application of the barbershop style as delineated by the four judging categories.
4. Above average knowledge and application of the barbershop style as delineated by the four judging categories.
5. Exceptional knowledge and application of the barbershop style as delineated by the four judging categories.

5 VII. Vocal Production Knowledge

1. No ability to identify and evaluate, explain, demonstrate and teach proper vocal production techniques.
2. Minimal ability to identify and evaluate, explain, demonstrate and teach proper vocal production techniques.
3. Satisfactory ability to identify and evaluate, explain, demonstrate and teach proper vocal production techniques.
4. Above average ability to identify and evaluate, explain, demonstrate and teach proper vocal production techniques.
5. Thorough knowledge of vocal production techniques and outstanding ability to teach and demonstrate proper singing techniques.



PARTICIPANT'S NAME

Jean Barford

5 VIII. Communication Skills

1. No level of communication skills.
2. Minimal level of communication skills.
3. Satisfactory level of communication skills, i.e., ability to talk and be heard as well as to listen and understand.
4. Consistent above average level of communication skills.
5. Maintains circular rapport on a regular basis.

5 IX. Knowledge of Music Theory

1. No understanding of musical notation.
2. Minimal understanding of musical notation.
3. Satisfactory understanding of musical notation and music theory.
4. Above average understanding of musical notation and music theory.
5. Thorough knowledge of musical notation and music theory.

4 X. Rehearsal Planning and Implementation Skills

1. No understanding of rehearsal planning and implementation techniques.
2. Minimal understanding of rehearsal planning and implementation techniques.
3. Plans and executes a satisfactory weekly rehearsal.
4. Plans and executes an effective weekly rehearsal.
5. Shows exceptional skills at planning and implementing the weekly rehearsal as a part of a long range educational program.

Attendance at director education events:

Regional 1988 Summer Music

International 1987 Directors Seminar

Comments:

Status:

Retained as: Applicant Director \_\_\_\_\_  
Certified Director ✓

Approved Director \_\_\_\_\_  
Master Director \_\_\_\_\_

Advanced to: Approved Director \_\_\_\_\_  
Master Director\* \_\_\_\_\_

Certified Director\* ✓

\*Pending approval by Music Direction Committee

Signed: Chas Lunsley

DMA # 4

Date 12/28/88



SWEET ADELINES, INC.

DIRECTOR CERTIFICATION PROGRAM

SELF-EVALUATION

NOTE: THIS INFORMATION IS CONFIDENTIAL.

INSTRUCTIONS: Please complete this form and forward it to your DMA. You may retain a copy for your personal files, if you so desire.

NAME Jean Barford CHAPTER Gem City REGION #4  
ADDRESS 8002 Quail Hollow Ct PHONE (513) 777-9364 DATE 24 Aug 1987  
W. Chester, Ohio 45069 (513) 885-3510

Currently serving as: Sweet Adeline chorus director ☒ co-director ☐  
assistant/associate director ☐ section leader ☐ other ☐

In the blank to the left of each item, write the number of the statement that best describes your level of proficiency in that component.

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1. No knowledge of and/or commitment to Sweet Adelines, Inc.
2. Basic knowledge of the organization's structure and philosophy.
3. Supports and encourages participation in programs at the regional and International level, i.e., competition, educational events, regional meetings, etc.
4. Promotes organizational involvement and participation.
5. Assumes active leadership role at the regional and/or International level.

(continued)

PARTICIPANT'S NAME

Jean Barford

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(continued)



PARTICIPANT'S NAME

Jean Barford

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4. Plans and executes an effective weekly rehearsal.
5. Shows exceptional skills at planning and implementing the weekly rehearsal as a part of a long range educational program.

Comments:

Personally, I feel uncomfortable rating myself in this self-evaluation. I think I have the above skills but I also feel there is a lot to learn in every area for everyone and anyone who applies for this program.

Respectfully,  
Jean Barford

September 23, 1987

MEMO

TO: Char Gurney, DMA #4  
FROM: Sarah Harvey, Music Services Director  
RE: Director Certification Program

The director/member listed below has enrolled in the Director Certification Program:

Jean Barford  
Gem City Chorus  
8002 Quail Hollow Ct.  
W. Chester, OH 45069  
(513) 777-9364 (H)  
885-3510 (O)

Director

Enclosed is a complete set of the blank tests and other forms which will be required as she/he proceeds through the program. Please make arrangements, as necessary, for administering tests and/or evaluations to this participant. You will also want to make certain she/he is notified whenever any training or classes for directors are being held.

SH:mr

cc: Peggy Chambers, CAE, Executive Director  
Carolyn Fedde, Education Director  
Marsha Leistner, Regent #4



APPLICATION FOR INTERNATIONAL DIRECTOR CERTIFICATION PROGRAM

I. PERSONAL DATA

NAME Jean Barford CHAPTER Hem City REGION #4  
ADDRESS 8002 Quail Hollow Ct. PHONE (513) 777-9364 (H)  
W. Chester, Ohio 45069 (513) 885-3510 (O)

I am/~~have been~~ a Sweet Adeline director ☒  
assistant or associate director ☐  
section leader ☐

Chorus(es)/Dates

Hem City - 1970 - 1987

II. SWEET ADELINE MEMBERSHIP DATA:

Year joined Sweet Adelines, Inc. 1967

Has your affiliation been continuous since that time? yes

Other chapter(s) and region(s) to which you have belonged? \_\_\_\_\_

Dayton Chapter - 1967-1970

Check areas of Sweet Adelines, Inc. in which you have experience:

Chorus Director ☒

International Music Faculty ☒

Ass't./Assoc. Director ☒

Judge in Sound Category

Section Leader ☒

Quartet Member ☒

DMA or DMA Faculty ☒

Quartet Coach ☒

Arranger ☐

Chorus Coach ☒

Other Chorus Board Member

III. MUSICAL BACKGROUND:

Formal Education College

Other Musical Training \_\_\_\_\_

Barbershop Experience Outside Sweet Adelines, Inc. Coached a 3<sup>RD</sup> place

(SPEBSQSA) Intl Medalist Quartet - and a 2<sup>ND</sup> Place Intl Chorus (SPEBSQSA)

(continued)



III. MUSICAL BACKGROUND (continued):

Describe any teaching experiences outside Sweet Adelines, Inc. \_\_\_\_\_

Choral Septet

IV. SWEET ADELINES EDUCATIONAL BACKGROUND

How many regional competitions have you attended as:

Competing chorus director 8

Competing chorus member 2

Spectator 11

Which Internationally sponsored Chorus Director Seminars have you attended?

1978 ✓ 1979 ✓ 1981 ✓ 1983 ✓ 1987 ✓

How many regional chorus director training programs have you participated in? all since 1967

How many regional educational events have you attended in the last 3 years? 9

V. PERSONAL GOALS

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

More education at a masters level.

Signature

Jean Barford

Date

6 Aug 1987

Enclose application fee of \$25.00 and mail to:

Carolyn Fedde, Education Director  
Sweet Adelines, Inc.

P.O. Box 470168  
Tulsa, OK 74147