

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

CONFIDENTIAL

Report for fiscal year May 1, 20__ to April 30, 20__

CONFIDENTIAL

Member's Name: _____ Email: _____
Chorus Name: _____ Date: _____ Region #: _____
DCP Coordinator: _____ Email: _____

Classification: Director/Co-Director

Associate/Assistant Director

Candidate

DCP Coordinator: Record the highest score received for each module test taken, and the date the score was achieved. Submit to those on the cc: list immediately following the testing session. If additional tests are taken during the same fiscal year, submit additional progress reports. Only record the highest score for each module.

_____ **1. Directing Skills** – 100 points possible. Includes ictus, hand motions, beat pattern, tempo, body posture, ad lib style, attacks and releases, eye contact, facial expressions.

Date of evaluation: _____

_____ **2. Analytical Listening** – 100 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: _____

_____ **3. Organizational Knowledge & Director Resources** – 100 points possible for all participants. Written evaluation includes international & regional structure, committees & their duties, chapter governance, organizational philosophy, policies, terminology.

Date of evaluation: _____

_____ **4.1 Teaching (For Director/Co-Director and Associate/Assistant Director ONLY)** – 100 points possible. Style of presentation, methods of teaching music, vocal skills, section unity, barbershop style.

Date of evaluation: _____

_____ **4.2 Teaching (For Candidates ONLY)** – 50 points possible. Style of presentation, methods of teaching music, vocal skills, section unity, barbershop style.

Date of evaluation: _____

_____ **5.1 Management (For Director/Co-Director and Associate/Assistant Director ONLY)** – 100 points possible. Selecting, training, utilizing musical leaders, working with chapter administration.

Date of evaluation: _____

_____ **5.2 Management (For Candidates ONLY)** – 50 points possible. Selecting, training, utilizing musical leaders, working with chapter administration.

Date of evaluation: _____

_____ **6. Judging Categories & Competition** – 100 points possible for all participants. Written evaluation of knowledge of the four categories as outlined in the *Judging Category Description Book*, competition preparation and follow-up, selection of music.

Date of evaluation: _____

_____ **7. Vocal Production** – 100 points possible for all participants. Written evaluation includes understanding of all elements of good vocal skills and maintaining a healthy voice.

Date of evaluation: _____

_____ **8.1 Communication (For Director/Co-Director and Associate/Assistant Director ONLY)** – 100 points possible. Application of effective communication skills with administrative leaders, musical leaders, chorus members, and others.

Date of evaluation: _____

_____ **8.2 Communication (For Candidates ONLY)** – 50 points possible. Application of effective communication skills with administrative leaders, musical leaders, chorus members, and others.

Date of evaluation: _____

_____ 9. **Music Theory** – 100 points possible for all participants. Understanding of music notation, key signatures, time signatures, intervals, and chord structures.

Date of evaluation: _____

_____ 10.1 **Rehearsal Planning (For Directors/Co-Directors and Associate/Assistant Directors ONLY)** – 50 points possible. Practical assessment by chorus members of time scheduling, rehearsal pacing and variety, riser placement, and rehearsal planning.

Date of assessment: _____

_____ 10.2 **Rehearsal Planning** – 50 points possible for all participants. Written evaluation includes understanding of time scheduling, rehearsal pacing and variety, riser placement, online rehearsals, and long-range planning.

Date of evaluation: _____

_____ 11. **Performance** – 100 points possible for all participants. Written evaluation includes understanding of how to plan and lead performances of all types, and how to deal with unexpected situations in performance.

Date of evaluation: _____

Total score for all modules as of this progress report: _____

SCORING AND ADVANCEMENT REQUIREMENTS

Approved Director:

Combined score of at least **540** points (60%) in all eleven skills areas; must have attended a regional or international educational event (live or virtual) within the past year.

Event and date: _____

Certified Director:

Currently serving as director/co-director or associate/assistant director of a chartered Sweet Adelines International chorus. Combined DCP scores of at least **670** points (60%) in all eleven skill areas with a minimum of **70** in Module 1 **Directing Skills**. Must have attended a regional or international educational event (live or virtual) within the past year.

Event and date: _____

Harmony 500 Director:

Must have achieved the level of Certified Director and then achieved a minimum of 500 points in a regional chorus competition or 1000 points in an international chorus competition, and must have been the chorus' director for at least one year.

Master Director:

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

Master 700 Director:

Must have achieved the level of Certified Director and then achieved a minimum of 700 points in a regional chorus competition or 1400 points in an international chorus competition, and must have been the chorus' director for at least one year.

COMMENTS BY DCP COORDINATOR: _____

STATUS

_____ Date applied to DCP
_____ Date recommended to Approved Director
_____ Date recommended to Certified Director

Date: _____ Signed: _____ Region#: _____
DCP Coordinator

cc: DCP Participant
DCP Coordinator
Regional ED
SA Education Department