

DCP PROGRAM OUTLINE

There are ten (10) skill areas that must be completed. The skill areas are divided into two sections:

Musical/Technical (MT skills)

Management/Communication (MC skills)

MUSICAL TECHNICAL SKILLS:

Conducting- Skill Area 1

- To be completed by all participants.
- This is either a videotape or actual observation. You must direct an uptune and a ballad. If videotaping, it must be taped from the point of view of the chorus member. You must have the entire body in view.
- When ready to complete this section, contact the DCP Coordinator to find out whom the present evaluator is to send your video to. Your tape will be returned to you.
- If you want an observation, contact the DCP coordinator to set up a visit by an evaluator.

Analytical Listening- Skill Area 2

- To be completed by all participants.
- This is a multiple-choice test as you listen to recorded musical examples.

Judging Categories & Competition- Skill Area 6

- To be completed by all participants
- This is a fill in the blanks test on knowing the scoring percentages in each category, and basic rules behind the barbershop arrangements as described in the *Judging Category Description Book*.

Vocal Production- Skill Area 7

- To be completed by all participants
- This is a multiple-choice test on vocal anatomy.

Music Theory- Skill Area 9

- To be complete by all participants
- Mostly a multiple choice test, with a few fill in the blanks, on key signatures, meter signatures, intervals, and chord qualities, and parts of chords.

Rehearsal Planning and Implementation- Skill Area 10

- This skill area has two parts. Part one is only for directors/co-directors, and assistant/associate directors.
- Part one is a questionnaire sent to the chorus on rehearsal planning and preparation.
- Part two is for all participants. This is an essay question on planning a rehearsal.

MANAGEMENT/COMMUNICATION SKILLS:

Organizational Knowledge & Director Resources- Skill Area 3

- To be completed by all participants
- A multiple-choice test on the Sweet Adeline Organization, including questions on International and Regional offices.

Teaching Skills-Skill Area 4

- This area has two parts. Only directors/co-directors and assistant/associate directors complete part one.
- Part one is a questionnaire sent to the chorus on teaching methods and effectiveness.
- **Only candidates complete part two.** Part two is a videotape or actual observation of you teaching a song or a tag. Directors/co-directors, assistants/associates **DO NOT DO THIS SECTION.**

Management Skills- Skill Area 5

- This area has two parts. Part one is for directors/co-directors and assistant/associate directors only.
- Part one is a questionnaire sent to the chorus on how well you manage the chorus.
- Part two is for all participants. This part is five essay questions on how you would run a chorus effectively, and knowing board of directors vs. management team concepts.

Communication Skills-Skill Area 8

- This area has two parts. Part one is only for directors/co-directors and assistant/associate directors.
- Part one is a questionnaire sent to the chorus on effective communication with the chorus.
- Part two is for all participants. This is three essay questions on effective communication.

All areas where questioners are sent to the chorus, the following will explain this procedure:

- Scoring is based on evaluations completed by 12 members of the participant's chorus. The chorus president/team coordinator selects six people, and the participant selects six.
- Evaluations are to be monitored by the chorus president/team coordinator.
- Evaluations are to be promptly mailed to the DCP Coordinator, without review or comment. The president/team Coordinator should be cautioned about the confidentiality of the evaluation process.
- Once the results have been completed and sent to the DCP Coordinator, the total score will be determined. All evaluations are then destroyed.

Becoming an Approved Director

Anyone in the Sweet Adeline Organization, who is not a director/co-director, assistant/associate director can achieve “**approved director**” status. The requirements are as follows:

- You must have sent your application and fee to Sweet Adelines International.
- You must have your self-evaluation form on file with the DCP Coordinator.
- You must complete all ten skill areas that pertain to non-directors.
- You must have a combined score of at least 50 points in these ten skill areas.
- You must have attended a regional directors training session or IES directors track within the past 12 months of applying for “Approved” status.

Becoming a Certified Director

All director/co-director, assistant/associate directors can achieve “**certified director**” status. The requirements are as follows:

- You must have sent your application and fee to Sweet Adelines International.
- You must have your self-evaluation form on file with the DCP Coordinator.
- You must have completed all 10 skill areas, both parts, **EXCEPT part 2 of Teaching Skills which is for non-directors only.**
- You must have a combined score of 66 points and a minimum of four points in any area. **You must have at least 40 points in the Musical/Technical areas and 26 points in the Management/Communication areas.**
- You must have attended a regional directors training session or IES directors track within the past 12 months of applying for “Certified” status.

Becoming a Master Director

All certified directors will achieve “master director” status when your chorus achieves a score of at least 600 points in a regional competition, or 1,200 points in an international competition, and have been that chorus’ director for at least one year.