

# Applying to Become an Adjudicator for MSBOA JAZZ ENSEMBLE Festivals

## Information

The Michigan School Band and Orchestra Association seeks highly qualified music educators to serve as adjudicators for our festivals. Evaluation of our students and ensembles holds a very high position of importance in the mission of the MSBOA. We consider the qualifications of each candidate very carefully. Candidates must have a minimum of 5 successful years of teaching instrumental music at a high level of achievement (10 years preferred).

## The Process

Candidates may take this workshop without initially receiving MSBOA Executive Board approval – **with the understanding their application may not be approved by the Board and they would not be placed on the Adjudicator List.** Persons interested in becoming an adjudicator for MSBOA's Jazz Festival must apply to the Association using the application found at the end of this document. Candidates must attend the Adjudicator Workshop held in April in its entirety.

This application is reviewed by the District Executive Board that has jurisdiction over the applicant's home. Each District renders a decision, either approving or not approving the candidate. Those recommendations are submitted to the full MSBOA Executive Board for a final decision. The full Executive Board will decide on each candidate individually and may or may not agree with the District's decision.

## Timeline

- **April 14, 2023** – Deadline for the submission of applications to the State Office. Be sure to have two (2) signatures of support and include the required paragraph with your submission.
- **April 28, 2023** – Jazz Ensemble Adjudicator Workshop @ Thornapple Jazz Festival, Hastings, MI
  - Tentatively 9:00 a.m. – 5:00 p.m.
  - Walldorff Brew Pub & Bistro, 105 E. State St., Hastings, MI 49058
- **April/May** – Applications reviewed by District Executive Board
- **June 2, 2023** – Applications reviewed by State Executive board
- **The week of June 5** – Candidates informed as to whether or not they have been accepted as a Probationary Jazz Adjudicator

For additional information, please contact:

**Andrea Mack, Vice President for Jazz Activities**  
aem6767@gmail.com  
(616) 309-8888

**Garret Ernst, Executive Director**  
gernst@msboa.org  
(517) 347-7321

# MSBOA Jazz Ensemble Festival Adjudication Application

Workshop-Friday, April 28, 2023 Location: Hasting, MI

\*\*\*\*\* APPLICATION DEADLINE: April 14, 2023 \*\*\*\*\*

**The Process:** Each applicant must complete this application including the listing of two references and a brief statement about their beliefs concerning the aims and goals of the festival. This application will be reviewed by the District Executive Board and a recommendation will be made to the full MSBOA State Executive Board for a final decision. The results of the status of the application will be sent to each applicant following the meeting. Approved candidates must attend the workshop in its entirety to be placed on the Probationary List.



**NOTE:** Each applicant must include a brief paragraph on their beliefs about the aims and goals of festivals and have this application signed by two colleagues.

Print name: \_\_\_\_\_ MSBOA District in which you reside? \_\_\_\_\_

Home address \_\_\_\_\_ email \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_ Home phone (\_\_\_\_) \_\_\_\_\_

Present position \_\_\_\_\_

School address \_\_\_\_\_ Work phone (\_\_\_\_) \_\_\_\_\_ ext. \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_ CELL (\_\_\_\_) \_\_\_\_\_

List the college(s)/universities that you have attended and degree(s):

INSTITUTION(S)	DATES ATTENDED	DEGREE
_____	_____	_____
_____	_____	_____
_____	_____	_____

Please list your teaching experience (all types.) A minimum of 5 years total after a college degree is required, 10 years preferred.

Institution	Dates	Music area(s) and grades taught
_____	_____	_____
_____	_____	_____
_____	_____	_____

How are you maintaining your jazz performance skills? \_\_\_\_\_

List any previous adjudicating experience that you have had (where, what & when): \_\_\_\_\_

What experience have you had in preparing students for this type of festival? \_\_\_\_\_

List the ratings for the groups that you have taught and conducted at a jazz festival:

GROUP	DATE (s)	RATINGS: MSBOA State Jazz Festival
_____	_____	_____
_____	_____	_____

**REFERENCES:** Please have two colleagues/peers sign below in support of this application.

Print name \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_ Signature \_\_\_\_\_

Print name \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_ Signature \_\_\_\_\_

I understand that I must attend a full-day workshop before being placed on the Probationary Adjudicator List.

**SIGNATURE OF APPLICANT** \_\_\_\_\_ Date \_\_\_\_\_

Email this application and the paragraph  
to: [msboa@msboa.org](mailto:msboa@msboa.org)  
Phone: (517) 347-7321