**New Adjudicator Evaluation Process**

Music directors are required to evaluate district and state festival adjudicators each year. This process is to be completed via the Festival Manager Program under the **‘Status’** link as soon after the completion of the district or state festival. The evaluation process has been revised to provide better feedback to the adjudicators on his/her strengths and areas to improve. Directors will rate each area using a rating scale of 1-5 with 1 being the highest and 5 being the lowest. Listed below are the Four Phases of Adjudication and the Adjudicator Rating Scale.

**Four Phases of Adjudication (in no particular order)**

1. **Communication Skills:** The adjudicator:

* Provided clear and effective written/oral assessments of the performance.
* Provided legible written comments.
* Completed all areas of the Adjudicator’s Evaluation Form.

2. **Consistency:** The adjudicator:

* Provided comments appropriate to justify the rating received.
* Demonstrated knowledge of the performance event type.
* Displayed knowledge of MSHSAA Standards for Ratings.

3. **Effort:** The adjudicator:

* Was actively engaged in the performance.
* Worked to keep the performance center running on schedule.

4. **Professionalism:** The adjudicator:

* Demonstrated knowledge of rules/policies of the MSHSAA festival.
* Dressed appropriately.
* Demonstrated a welcoming demeanor.
* Demonstrated conduct expected of a MSHSAA adjudicator.

**Adjudicator Rating Scale** –

1. **Exemplary:** Adjudicator demonstrates exceptional skills.

2. **Outstanding:** Adjudicator demonstrates highly effective skills.

3. **Satisfactory:** Adjudicator demonstrates adequate skills.

4. **Unsatisfactory**: Adjudicator demonstrates a deficiency of one or more skills.

5. **Ineffective:** Director must include specific reason(s) when submitting this rating.