

# Area Project Directors

of

East Asia/Southeast Asia/Africa/Latin America/Europe & Beyond

## Jobs and Responsibilities

1. Coordinate exhibition, presentation, performance & demonstration for the area projects.
2. Communicate with and among area countries of the area projects to ensure the most outstanding presentation of the projects, which include and not limit to:
  - (a) Fully inform all area countries in the area project of the schedules of all events.
  - (b) Pre-event workshop & picture day on the 4<sup>th</sup> Saturday of January – January 23<sup>rd</sup>, 2010, 10:00 a.m. – 5:00 p.m. (10:00 a.m. – 1:00 p.m.: Set up; 1:00 p.m. – 4:00 p.m.: Workshop & Picture; 4:00 – 5:00 p.m.: Taste of Global Cuisine – Pot Luck & Bring a Dish)
  - (c) On the Wednesday of the festival – March 3, 2010, **8:00 a.m. – 6:00 p.m.:** Set up (All set-up has to be completed by 6:00 p.m.)
  - (d)** On the Wednesday of the festival – March 3, 2010, **6:00 p.m. – 9:00 p.m.:** **Required A REAL REHEARSAL!!** All of the presentation, performance and demonstration **MUST, MUST, MUST be really, truly rehearsed!!**
  - (e)** All electronic equipments, microphone, projector, laptop..... **MUST, MUST, MUST** be on-hands & on-site tested....Believe me, **I AM NOT KIDDING!!**
3. Attend **CIA** workshop on the 3<sup>rd</sup> Saturday of January, **Saturday, January 16, 2010**, to meet and recruit needed performers and helpers from LHS CIA.
4. If all possible, schedule a gathering/party every two or three months for members in your area project to build a close relationship, to bond and to a team spirit which truly is the key to the success of the project.
5. Administer the limited and pre-set fund of **\$1,000** offered from the organization to the area Project:
  - (a) 75% of the fund (\$750.00) will be released, any time, at the time the outline/time frame the area project is submitted to the project director

**(Samples of Time Frame is attached at page #3)**

Right after the event and **before March 31**, the area project directors must coordinate a post-event meeting with all involved area countries & members to review and evaluate the program (**Please invite the Project Director to the meeting**). Seek all inputs and recommendation for next year's improvement and future development. Need to write a final report submitting to Project Director, **before March 31**, to compile a booklet for board members' review during annual board meeting on the 1<sup>st</sup> Thursday of May, **Thursday, May 6, 2010**.

**(Samples of Evaluation and Recommendation is attached at page #4)**

(b) The rest of 25% (\$250.00) will be released at the annual board meeting schedule on this annual board meeting, the first Thursday of May, the 6<sup>th</sup>.

6. Solicit additional funding through souvenirs sale, super saver cards, Saturday's food sale or other sponsorship; Need to keep an accounting record for all income and expenses.
7. Need to contribute at least **2** teams represent area projects for folk dance competition
8. Design the floor plan of the exhibit room; attend meeting with the staff of conference center to review floor plan and set-up.
9. Oversee the whole area projects exhibit rooms' set up on **Wednesday, March 3, 2010**. Make sure it may work best for presentation and demonstration.  
**Once again, the set-up must be done by 6:00 p.m. and a real rehearsal is required at 6:00 p.m.!!**
10. Be sure to **PICK UP Saturday's COMPLIMENTARY ADMISSION TICKETS, from Treasurer, Mary Ann Gay, at Global Bazaar area, to give to your area program directors & volunteers.**

**No participants may enter the center without the tickets!!**

# **Attachment #1**

## **Samples of Time Frame**

### **East Asian Exhibition & Presentation**

- (1) Lion Dance (3 minutes)
- (2) Welcome to East Asia Slide Show & Questions - DIRECTORS' AWARDS!!  
(3 minutes)
- (3) Japanese Wedding & Tea Ceremony (5 minutes)
- (4) King & Queen Costumes and Wedding (5 minutes)
- (5) Emperor & Empress Costumes & Wedding (5 minutes)
- (6) Professional Acrobats Show: 9 minutes

**Total 30 minutes**

### **8 Activities for Free Exploration (15 minutes) -**

- (1) Exhibits of China, Korea, Japan & Taiwan
- (2) Asian Snacks Sampling
- (3) Write Names in Chinese, Korean & Japanese
- (4) Japanese dance
- (5) Korean drum and dance
- (6) Chinese Calligraphy
- (7) Chinese Martial Fan
- (8) East Asian Children's Games

### **African Project - Exhibition & Presentation**

- (1) Walk around the Exhibit of 12 countries - 5 minutes
- (2) DVD Africa Continent presenting 54 countries:  
What a Beautiful Sunny Continent - 4 minutes
- (3) Mahja Zeon Presentation: Tour around Africa - 10 minutes
- (4) African/Nigerian Wedding & Fashion - 5 minutes
- (5) African Dance - 5 minutes
- (6) African Musical Instruments Demo - 5 minutes
- (7) Students hands on musical instruments: 5 minutes
- (8) African knowledge questions and awards - 5 minutes

**Total 45 minutes**

## **Attachment #2**

### **Sample of Evaluation and Recommendation**

#### **African Project Final Report 2009**

**Prepared by: Shani Gray, Wanda Cureton & Mahja Zeon**

#### **Overall assessment:**

*General* – This year the African project was a great success. The students on field trips and the community learned a lot about the continent of Africa. Each year the project keeps getting better.

*Rehearsals* – The youth spent a lot of time practicing for the Nigerian wedding tradition. In addition, the Cureton has provided their church as a practice site and ensured that all the youth were transported to and from the practices. Without the Cureton's dedication performing the play would not have been possible.

*Room set-up & displays* – This year the display boards were redone and new boards were added. Randall did a phenomenal job with the boards. They really represented the continent of Africa and added to the flavor of the room. Several people commented on how the structure of the boards was appealing and about how the information provided on the boards was informative. The Odom library's Ethiopian exhibit continued to attract many viewers. Both youth and adults were fascinated by many of the artifacts on display and several youth could be heard yelling in excited for their parents to look at several of the artifacts. The

*Field trips* – As usual Mahja Zeon was phenomenal in holding the students attention and getting them to participate in the presentation. She handled the large crowds with ease and when necessary was able to reel in unruly students. The youth loved the opening of the Africa video because they recognized the theme song from Lion King. Using the video was very helpful in providing students with key facts to remember at the continent of Africa. In addition, watching the video helps students remember where countries were located on the continent. It was clear this year that students from several schools had spent time researching Africa and that they had discussed key events (past and present) that have taken place in various countries throughout the continent. The students loved the drum demonstration provided during their time in the African exhibit as well as being able to view the Odom library artifacts. Overall the field trips were a great success.

*Nigerian wedding tradition performance* – The Nigerian wedding tradition was performed 11 times in three days. The eleventh time was, of course, the best. With each performance the youth gained confidence and were more relaxed in their roles. Their performance was well received by the students and the community members. The favorite part, by far, was when the wedding party danced on the "George" and the wedding guest threw money at the couple to keep them dancing. The students also enjoyed being able to taste some of the foods served at a Nigerian wedding. Often times they snacks were still being handed out while the play was going on because so many students wanted a chance to try the food. The Nigerian wedding tradition was a great addition to the African project and it should be included in future African projects.

***Egypt presentation*** – The Egypt presentation went well. The students had an opportunity to have a detailed discussion about several of the major cities in Egypt and watch relevant video clips. This was the first time that this strategy was utilized. It may be a good idea to use this strategy in the future as long as it is integrated into the planning for the overall African project.

***Festival open house & shows*** – The Saturday events were well attended. Several people meandered through the exhibit before and after both shows. Many people who missed the first show came back for the 2<sup>nd</sup> show. The audience was very involved during the tour of Africa and seemed to thoroughly enjoy the Nigerian wedding tradition. Several youth enjoyed being able to play the drums. Many pictures were also taken by people as they moved through the exhibit. The hottest photo spot was in front of the wedding arch and the hottest photo attire was the Egyptian clothes that people were encouraged to try on and take photos in.

### **Suggestions:**

***Dancing*** – The students really enjoyed the drum demonstration and were eager to dance. Next year we should consider finding a way to provide dance lessons for the youth and community members in addition to the drum demonstration.

***Sound system*** – One of the drawbacks during the field trips was that the people in the back of the room could not always hear the audio being played on the laptop. Sometimes the microphone was not picking up the sound from the laptop speakers. This often resulted in many students in the back of the room being reluctant to participate in the question & answer session. Having an additional microphone either cordless or on an adjustable stand or having portable speakers would address this issue.

***Purchase of costumes & arch*** – The students wore costumes that were on loan from Mrs. Adaeze Ogundu personal collection. It will not be possible to borrow those costumes in the future because of the cost of the items and the wear and tear that is put on the items with multiple performances. Since the Nigerian wedding tradition or similar plays is an aspect of the African Project that we would like to keep, purchasing costumes would be the best way to ensure that they are always available for use. This would ensure that costumes were always readily available for rehearsals and performances and that the participations would allow program organizers to better plan parts because they would know what costumers are available. In addition, the students liked being able to try on the Egyptian clothes, if we purchase our own African costumes maybe we can allow the students to try on clothes and take pictures again this year. Also, the arch and decorations were loaned to the African project by Mr. Andy Fletcher. He has offered to build us an arch for future use at cost. We would just need to let him know ASAP so that he can begin working on it. If we intend to continue to do the Nigerian wedding tradition purchasing the items and having our own arch built would be money well spent.

***Meals for youth participants*** – Since the youth are participating in 5 performances a day they are often missing lunch. Is it possible to work out a way to provide them with lunch in the back hallway during breaks in their performance? For example, coordinating purchasing pizzas with CIA or making arrangements with one of the groups selling lunch.

***Clarification of teachers' roles when in exhibit*** – Next year it will be helpful for teachers to be asked to be proactive in controlling the extracurricular conversations during the presentations. This will be especially helpful if the African project is located in the same room next year. In a few of the groups the teachers came in and sat down and were not involved in helping keep order in the room. While Mahja does a great job of reeling students back in, having to constantly do that takes away from the

presentation and reduces the amount of things that can be done in with the students while they are in the exhibit.

***Dance competition*** – In the future dance teams representing the African project should go through some type of screening process where all or most of the African project members are able to view the performance before funds are spent on admission fees and other dance competition related expenses.

***Selling of African toys/food during field trips*** – In the past questions were asked about finding African toys to sell during the field trips. As the African project continues to grow pursuing this idea may be worthwhile. In addition, exploring finding ways to prepare a few African snacks for sale during the field trips may also be worthwhile.

### **Clarification:**

Resource obligation to organization – Since the African Project is still consider a “newbie” we are still trying to understand the various obligations each group has to the larger international organization in the area of providing resources (e.g., annual donations, ticket sales, fundraisers, meeting attendance, report preparation, advertising, etc.). Having that clarified is important to those of us that are invested in working with the African Project and seeing the overall international festival be successful.

***Decision makers for African project*** – Again since the African Project is still considered a “newbie” it is unclear as to what the organizational structure is for the African Project. For example, who is in charge of the project, who comprises the leadership team, who makes decisions about item purchases, annual budgets, field trip components, etc? Again, having that clarified is important to those of us that are invested in working with the African Project and seeing the overall international festival be successful.

### **Improvements for 2010:**

On Friday, March 20, 2009, several members of the African Project, Shani Gray, Wanda Cureton, Eric Cureton, & Mahja Zeon and the festival director, Serena Huang, met at Valdosta State University to discuss the African Project Final Report. The minutes from that meeting are provided below.

### **African Wedding:**

The African wedding tradition will remain a seminal part of the African project presentation. However its name will be changed from the *Nigerian Wedding Tradition* to the ***West African Wedding***. The ceremony will continue to use 10 students who will be recruited from public schools, private schools and churches.

### **Costumes:**

Costumes for the wedding ceremony will be purchased for 2010 festival. They will either be sewn by seamstresses in Valdosta or sets will be purchased from authentic dealers. In addition, it was brought to the African Project committee’s attention that several loaned costumes used for the 2009 festival were damaged. The group will meet to review the damaged items and discuss compensation with the costume lenders.

### Display Boards:

Randall spent significant time creating display boards for the African Project. The African Project committee agreed that he should be compensated for his work. He will also redo several of the boards for the 2010 festival. The budget will include Randall's compensation as follows: \$200 for 2009 and \$200 for 2010.

### Teacher Surveys:

The African Project committee was informed by the project director that **as per the program guidelines have stipulated** they will receive full funding of committed \$1,000 if 90% of the teacher- survey rating of 6 or higher. A rating of 89% or less will result in only receiving that percent of the \$1000. For example a rating of 75% would result in a budget of \$750. **If a group's rating falls to 50%, the group will be disposed from the festival.**

### Field Trip Presentation Additions:

- Video: The video will be remade to include Mahja Zeon's voice talking over the pictures to give the students more information about various countries in the continent of Africa. In addition, several of the rural photos will be removed and replaced with more industrial photographs. VSU's Department to Education will also be contacted to see if they have *United Streaming* so that Discover Africa videos can be used to enhance the video and/or played as students tour the African Project displays.
- Hut: A hut with a copa (a stove that is dug in the ground) will be created in the center of the room to give the students an opportunity to see what a rural dwelling would look like. Wanda Cureton will work on the exterior and interior design of the hut. Shá Gray will work with Andy Fletcher to develop a metal frame for the hut.
- Arch: Shá Gray will work with Andy Fletcher to create an arch for the West African Wedding that can be broken down into four pieces for quick assembly and easy transport.
- Audio: Eric and Wanda Cureton will provide speakers from their church for use during the festival. In addition, Shá Gray will contact media services to obtain a projector that has a built in speaker and instructions on how to project the sound from the laptop through the projector's speaker.
- Hairdress: Several pieces of thin African fabric will be purchased to show students how to tie simple hairdresses. Students will be allowed to purchase the hairdress material to take with them for \$5.
- Drums: Additional drums will be purchased to allow students to play the drums as a hands-on activity. There will be an instructor working with the students to teach them simple rhythms. The money from the drums will hopefully come from what remains in the 2009 African Project budget (≈\$200).
- Manikins: Approximately four manikins from Goody's will be purchased (≈\$20-\$30) so that African costumes can be put on display throughout the room so that students and adults can see how the costume would normally be worn.
- Egyptian costumes: Everyone seemed to enjoy trying on the Egyptian costumes and taking pictures in front of the arch. The African Project committee agreed that a few Egyptian costumes should be purchased so that students and adults can continue to experience a part of Egyptian culture and have fun doing so.
- Teaching: The students loved the drums and enjoyed watching several students who participated in the wedding dance to the beat of the drums. During the 2010 festival students will be given the

opportunity to learn a few African steps/moves. In addition, as time permits students will be taught a few words from at least one African country.

### **2010 Budget:**

The African Project committee has been charged with developing a budget for the 2010 festival. Several items will need to be included in the budget: Randall's 2010 payment, food for the students participating in the wedding, drums, costumes, head dress material, and manikins. Contingency or reserve funds will also be included in the budget to ensure that last minute needs and/or unforeseen circumstances will be covered. To help defray the costs of teacher and student meals, Wanda and Eric Cureton will research the Target field trip grant (max: \$800) for which applications are due in September.

### **Dance Competition:**

The African Project committee was informed that the only way that food can be sold during the dance competition is if the African Project has a team competing in the dance competition. The African Project committee agreed that before a group can enter the dance competition, sponsored by the African Project, the group must be researched and approved by all active members of the African Project committee. In addition, payment of the group after the dance competition will be negotiated.

The Valdosta Middle School dance team has expressed interest in dancing in the 2010 festival. The African Project committee is excited that the students are eager to continue their involvement in the festival. The VMS students will be working with members of the African Project committee to finalize details.

### **Preparation for 2010:**

Members of the African Project committee will begin working on the doing research for the video remake in May 2009. In July-August 2009 the entire African Project Committee will begin working on securing the items needed for the additions made to the field trip and finalizing the field trip details.

### **Leadership of the African Project Committee:**

Wanda Cureton and Shá Gray agreed to co-chair the African Project committee to ensure that after Mahja Zeon graduates the African Project will continue to provide knowledge about the continent of Africa to Valdosta and surrounding communities for years to come.