



# JUDGES CO-ORDINATORS GUIDELINES

GIPPSLAND CAMPDRAFTING ASSOCIATION INC

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Welcome to the position as Judges Co-ordinator, which is a position that is elected by the current GCA Committee.

In this booklet you will find the GCA Judges Policy, Trial Judge and Novice Judge Forms.

If at anytime you are unsure of procedures, please contact the GCA President.

## **GUIDELINES:**

The Judges Co-ordinator will set the Judge's Roster at the start of the season and forward to the GCA Secretary for approval by the committee. Once approved the Secretary will forward this roster out to all committees and judges.

Before the roster is set the Judges Co-ordinator will forward out the GCA Judges Information Sheet to gain availability and status to the judges being considered.

It is the Judges Co-ordinators responsibility to deal with complaints and mistakes made by the judges. The GCA committee is available if the Judges Co-ordinators need assistance. The GCA has a policy of supporting all judges. Any complaint or mistake should be handled with diplomacy to ensure no judge is left unsupported.

The Judges Co-ordinators can nominate a Judge to move from Trial to Maiden, Maiden to Novice, Novice to Open. This nomination is then put before the GCA Committee for approval. Nomination must be in writing with relevant documentation. In the event of either being declined or promoted, the nominee will be contacted by the GCA Secretary as to the outcome. A Judges Co-ordinator can also recommend to the GCA committee that a Trial Judge is not recommended at all.

When considering promoting a judge the co-ordinators should consider the number of years and number of events (large/small) that the judge has completed.

Trial Judges can ask for their own mentors, however, this must be an open judge and approved by the co-ordinators.