



## Protocols for Approved Observers and Judges

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### Purpose

To provide guidance to NZDJA Approved Observers to ensure consistency with our observation process.

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### Scope

This policy applies to the optional observation platform for those members who have been identified to act as an observer for the Association and have undergone previous training by way of practical examinations previously undertaken.

### Principles

All members of the NZDJA entrusted with the conduct of observations for the Association are duty bound under the Constitution of the Association to comply with the provisions of this Protocol and any other direction given by the Board for the management of the Associations promotion process.

### Objectives

The purpose behind this scheme is to provide potential promotion candidates currently on the Open Show panel with an assessment tool to support our vision to produce quality judges.

## Protocols

### Observers:

- Observers are approved by the Board of NZDJA.
- The Board may approve an Observer who is currently a member of Dogs NZ Executive Council and it is their responsibility to declare conflict of interest when discussing matters relevant to the judges' panel.
- Observers will currently be listed on the judges panel and through their experience and demeanour have been considered as suitable to assist NZDJA with the promotion process.

### Observations:

- Where the entry is less than 20 dogs (for example a small ribbon parade) a second observation will be required to reach the required number of dogs to sign off the observation as completed.
- A list of approved Observers is published on the NZDJA website.
- The judge seeking promotion is required to make the arrangements for the observation.
- The Observer should be stationed at ringside during the judging and within hearing distance of any discussion between the Judge and the steward and the Judge and the exhibitors.
- The Observer is permitted to act as Ring Steward for the Judge for the purposes of completing the observation.
- The observation is to focus on the Judges' personal grooming, ring craft, manner and attitude and physical examination of exhibits.
- The Judges decisions **may not** form part of the assessment.
- Observers can only observe a candidate once.
- The Observer may discuss any decisions where exclusion from the ring is warranted, eg aggressive or lame exhibit.
- The Observer completes the assessment sheet for the judge and forwards this to the NZDJA Secretary at the completion of the event. Where possible a copy is also given to the judge.

### Assessment Guidelines for Observers

- This process has been introduced to assist NZDJA in producing the highest quality judges. Your commitment to the judge and their judging efforts on the day and providing an honest and constructive assessment is crucial to the success of this process and the future success of the judge being observed.
  - Only accept requests for observation that you are committed to completing.
  - Observers should declare conflict of interest if appropriate and decline the observation request.
  - Introduce yourself to the Judge and the Show Manager and advise them where you will be stationed.
  - Once you have observed a minimum of 20 dogs being judged you can choose to either continue or retire from the observation process.
  - Judges should be well presented and suitably attired for the conditions of the appointment.
  - Judges should demonstrate confidence and control of the ring, correct use of tables and ramps, clear and confident communication with their steward and exhibitors and clearly indicate awards.
  - Judges should demonstrate that they are confident while handling exhibits and, in particular, breed specific examination e.g. coated breeds.
  - The Judges decisions and placements is not included in the assessment however the Observer may discuss decisions with the judge at the conclusion.
  - A favourable assessment would indicate that the Judge is ready to apply for promotion to the next stage in their judging career. If you are of the opinion that the Judge is not ready for this next step you must indicate on the assessment sheet with **no**.
  - Comments on the sheet should support the decision of favourable - **yes or no**.
  - Under **no circumstances** should the Observer make comments to the Judge during the judging or in any way interrupt the judging to give guidance. The exception being where the judges' actions place them, or the exhibits, at a level of risk of being physically or temperamentally harmed.
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- At the conclusion the Observer shall complete the assessment sheet and provide a copy to the Judge (phone photo is acceptable). The Observer can, at this time, discuss the assessment with the Judge and provide guidance and any recommendations.

**Instructions to Judges:**

- This process is designed to assist you with your judging journey and help you to become a quality confident judge. The Observers role is to assess your current level of skill and provide guidance and recommendations.
- An unfavourable report is an indication that you are not quite ready to progress. Treat it as a learning tool and discuss the assessment sheet with the Observer.
- This process is also designed to assist you with preparation for future practical examinations.

**Review**

This policy is reviewed annually or as necessary in response to new regulations, system updates and/or policy changes.

***Breach of any NZDJA Policy and/or Procedure may result in termination of board membership by majority vote of the Members in accordance with Section 22.1(b) of the Constitution.***