

The Role of a Chairman of Judges

GNAS / ARCHERY GB Judge
Conference February 2012

CoJ

Before the event:

- Liaise with TO to ensure you have sufficient Judges for the expected number of archers
- Make sure you, and the rest of the Judge Team, get a copy of the entry form and check to ensure it looks right
- Check any accommodation arrangements with the TO

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Before the event:

- A couple of weeks before, e-mail your Judge team and remind them of the details of the shoot, and ask them if they have any rule issues or clarifications they would like
- Let the judge team know what time you would like them to arrive at the venue and be ready

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Before the event:

- When the target list is received, or earlier if you can, plan your strategy on how you will use your Judge team.
- Consider keeping DoS the same, rotating the line Judges, and plan who will conduct alternate shooting in matchplay, if any

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On Arrival at the venue:

- Let the TO know you have arrived.
- At the agreed time, meet with the Judges and discuss roles
- Discuss radio protocol with the Judges and communication procedure with the DoS and the TO/field crew

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Actions before shooting commences:

- Organise the team to undertake the checks required, and to report back to you.
- DoS to check timing equipment if necessary
- Judges to check Field Layout, Safety and Archers equipment.

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Before shooting commences:

- Make sure you are available to answer any queries from the TO, or archers
- Ensure your Judge Team report back to you with any issues, or to confirm all is ok.
- Prepare your introduction for assembly – make sure it is relevant to the shoot

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During the shooting:

- If at all possible, refrain from undertaking any actual judging, unless filling in for one of the team – this will depend on the actual tournament and numbers involved
- Ensure your judge team is kept fed and watered, and move around the team to encourage them and make sure they are happy with their role and actions

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During the shooting:

- Keep in contact with the DoS, and ensure they are fully supported in the same way as the Judge team – be prepared to stand in for them if necessary
- Be available to the Judges and archers to resolve any issues that the Judge has been unable to deal with – be prepared to take responsibility for the decisions of the team

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During the shooting

- Give your team encouragement and support. Be mindful of what is said within earshot of archers, and if necessary discuss any issues away from the Field of Play
- Obtain the Record Status paperwork from the TO, and complete as appropriate. Some of this may be left until the end, and involve the whole Judge team if possible.

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After the shooting has completed:

- Gather the Judge team together with the DoS, and have a debrief of the day – this may be short – no issues, or longer if anything needs to be discussed, and perhaps included on the tournament report
- Complete any J5's as requested – these should have been made available at the start of the day

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- Check to ensure the TO has arranged to pay expenses to the judge team
- Preferably wait for prize giving, but if unable to do so, give apologies before leaving
- Return the completed paperwork to the TO, and also make sure any record claims or awards have been made
- Finally, and most importantly, thank your team for their work