

SETTING UP A NEW JUDGE TRAINING SESSION*

If you need a judge training class but do not have a Certified Judge Instructor, we can help.

A virtual new judge training class can be arranged and conducted over Zoom. Contact us at americangourdsociety@gmail.com

LOCATION – Find a location that has adequate space, parking, lighting, tables & chairs

COMMUNICATION – Getting the word out to possible participants as early as possible

- Call & email Local patch leaders & state chapter officers – try to include info in newsletters
- If you want to spread the word of the class, notify Terry Noxel (americangourdsociety@gmail.com) who can place notices in AGS Magazine and on the AGS Facebook Page. Include: date, time, location, contact person's name, phone & email

PRE-REGISTRATION – Collect registration information

- Before the class, please email a list of participants to Dallas Lunsford agsmembership@comcast.net to confirm AGS membership status. Participants MUST be a current AGS member.
- If anyone is **not** a current AGS member, they must join to participate in the training. Participant must join (or renew) either online or by mail
 - Online by PayPal: www.americangourdsociety.org/join
 - By mail: Print the AGS membership application form (get form online) and mail with a check or money order, payable to American Gourd Society, send to AGS, PO Box 2186, Kokomo, IN 46904-2186

PRE-WORK – Ask students to come prepared

- Read the AGS Judging Handbook (send PDF by email, or ask student to download it from AGS web site)
- Read the AGS Judging Guidelines by Category (send PDF by email, or ask student to download it from AGS web site)
- Remind participants to bring a) training materials, b) pen, c) flashlight, d) flexible ruler

OBTAIN TEACHING MATERIALS – Don't wait to the last minute!

- Gather sample gourds for mock judging activity (You could ask participants to bring 2 gourds of a particular technique, i.e., pyrography, carving, weaving, your choice)
- Print Sample Judging forms for the mock judging exercise (1 form for each gourd in the mock judging exercise per person: 10 gourds, 5 students = 50 forms)

- Print your teaching materials (outline, Judging Handbook, Judging by Category & new Judge Scoring Forms)
- Download the PDF copies of Judging articles from The Gourd Magazine. You may use as a discussion guide, as handouts or send to them as PDFs for reference.

TRAINING DAY

- Collect the New Judge application Fee of \$20 per person, which is required to cover the cost of their Certified Judge name badge.
- Each participant completes the Judge Class Attendance form
- Review and discuss the Judging Handbook and new Judge Scoring Forms; give verbal quiz
- Review and discuss the Judging by Categories document and handouts of judging articles from The Gourd Magazine; give verbal quiz
- Conduct Mock Judging activities

Wrap-up the Class

- Remind folks that they are responsible for reporting all of their judging activities to the Judging Team recordkeeper: agsmembership@comcast.net in order to receive credit when:
 - They participate in mock judging or any judging-related continuing education activity at a Patch or Chapter meeting
 - They serve as a clerk or judge in chapter shows, state fairs, etc (all of these types of shows will sharpen their judging skills)
 - They help the instructor in an AGS judging class
- Remind folks that they need to attend a refresher class at east once every 2 years, maintain their AGS membership, and be a judge or clerk at least 1x every 3 years

INSTRUCTORS POST-TRAINING TASKS

- Mail the Class Attendance form and fees to AGS Membership, PO Box 2186, Kokomo, IN 46904 (and dues for any who may have joined at the same time as class)
- Email a copy of your class list to Terry Noxel (americangourdsociety@gmail.com)
- AGS will order official badges based on completion of training (class + actual judging)
- AGS will mail the official badges to each judge unless you request to distribute them yourself.

FOLLOW-UP

- After their first Judging or Clerking experience you might have a brief post-judging conference to learn what else they learned during the competition.