

2018 SETTING UP A NEW JUDGE TRAINING SESSION

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

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

- Call or email local patch leaders and state chapter officers – use social media, emails and newsletters
- Notify Diane Frankenfield at itsagourdlife@gmail.com or mail to Diane Frankenfield, 9097 Deer Hill Road, Belews Creek, NC 27009.
- To place notices in AGS Magazine, AGS Facebook Page, AGS web site contact Terry Noxel @ noxelts@aol.com or AGSwebmaster2018@gmail.com. Include: date, time, location, contact person's name, phone and email

PRE-REGISTRATION – Collect registration information and fees

- Participants **MUST** be a current AGS member - confirm AGS membership by contacting Dallas Lunsford agsmembership@comcast.net.
- AGS fee for training materials and badge is \$15/person
**non-AGS member must also join before or at the training class (separate membership checks: mail to AGS, PO Box 2186, Kokomo, IN 46904-2186 or pay online at <http://americangourdsociety.org/join.html>)

PRE-WORK – Ask students to come prepared

- AGS Judging Handbook (send PDF by eMail, or ask student to order a printed copy from AGS web site)
- AGS Judging Guidelines by Category (send PDF by eMail) *pdf is available on AGS web site.

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

- 10 days before the class, send names of participants to Diane Frankenfield agsjudge@gmail.com
- Receive (from Diane) class name tags, temporary name badge for each pre-registered participant, and the Apprentice Judge Training Program overview.
- Sample gourds for mock judging activity from your local gourd artists

POST-TRAINING TASKS – Wrap-up

- Collect the \$15.00 fee for badges and completed application forms – mail to Diane Frankenfield at AGS Judging Chair, Diane Frankenfield, 9097 Deer Hill Road, Belews Creek, NC 27009.
- Diane will order official badges based on completion of training (class + actual judging)
- Diane will include the names of Instructors and new judges in the following issue of The Gourd. A Diane photo is also welcomed.
- Diane will mail the official badges to each judge unless you request to distribute them yourself.

FOLLOW-UP

- If there is a competition the next day, you might have a brief post-judging conference to learn what else they learned during the competition.
- About 2 months after their first clerking/judging opportunity send a follow-up email with a judging topic/reminder about something discussed in class

NEXT STEPS

• **Remind folks that they are responsible for reporting all of their judging activities to Diane Frankenfield at itsagourdlife@gmail.com** the AGS coordinator in order to receive credit when:

- They participate in mock judging at a Patch or Chapter meeting,
- They serve as a clerk or judge in other shows (This will sharpen their skills).
- They help the instructor in an AGS judging class.