

2016 SETTING UP A NEW JUDGE TRAINING SESSION

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 Local patch leaders & state chapter officers – emails & newsletters
- Notify Reggie Eakin (agsjudge30@gmail.com) to place notices in AGS Magazine, AGS Facebook Page, AGS web site. Include: date, time, location, contact person's name, phone & 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 & 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)

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 Reggie Eakin agsjudge@gmail.com
- Receive (from Reggie) class name tags, temporary name badge for each pre-registered participant, and the Apprentice Judge Training Program overview.
- Sample gourds for mock judging activity

POST-TRAINING TASKS – Wrap-up

- Collect the \$15.00 fee for badges and completed application forms – mail to Reggie Eakin, 218 Golf Club Drive, Metter, Georgia 30439.
- Reggie will order official badges based on completion of training (class + actual judging)
- Reggie will include the names of Instructors and new judges in the following issue of The Gourd. A class photo is also welcomed.
- Reggie 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 Reggie Eakin agsjudge@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.