



Application and Training Process For Scoring Judges

Annex 1 (LABBS C&J Handbook)

Key Dates:

- Between September 1st and November 30th each year: New applications will be accepted if there are spaces available.
- By December 31st: Pre- Applicants will be notified of the outcomes of their application.
- January 1st – February 28th: Successful applicants – follow next steps as advised
- Following attendance at day 1 of Spring Seminar – applicants will be notified who will/will not be taken forward as a Candidate.

Pre-requisite

Must be a member in good standing of BABS or LABBS (including Don Amos (BABS) and Club at Large (LABBS) members) for the association they are wishing to train with.

Becoming an applicant - Timings

Normally from September 1st to November 30th each year: New applications will be accepted during this period if there are spaces available in the chosen category. (NB: Acceptance of candidates into the judge training programme is not guaranteed.)

The Pre- Applicant Stage

September 1st – November 30th: (Late applications will not be accepted)

Routes into becoming an *applicant*.

1. You may be invited to apply by a Category Director
2. You may decide to make an independent application
3. You may have attended the Contest and Judging Foundation Course and decided to make an independent application.

You need to:

1. Request an application form from the Education Manager of your chosen Association
2. Refer to the person specification when completing your application
3. Return your application with one letter of recommendation to the Education Manager of your chosen Association. (*This can be from a judge in the category you wish to join, your chorus director or any other person of note in the barbershop world who knows you well, e.g., a top coach or chorus director, BABS/LABBS/BHS Judge.*)

What we will do:

1. The Education Manager will request references from the two people you have listed as referees in your application
2. Applications will be shared with the relevant Category Director
3. The Education & Judging Committee (LABBS) or Contest and Judging Team (BABS) will meet to review applications, before deciding who to take forward as an applicant.

By December 31st : Pre-Applicants will be notified of the outcomes of their application. If successful, the member will become a Musicality/ Singing/ Performance Category **Applicant**.

The Applicant Stage

Successful Applicants – next steps

January 1st – February 28th

You need to:

- Complete a written test (Category specific)
- Submit a video recording of 1 coaching session with a quartet or chorus – edited to 20 minutes
- Complete a scoring level setting task
- Write an evaluation for one contestant
- Attend Day 1 of the Spring Seminar
 - This is usually at your own expense. In exceptional circumstances, you may be able to claim some expenses in line with the current expenses policy. Please discuss with your Category Director & the Education Manager of the relevant organisation
 - Join in the training on the day
 - Give feedback for the contestant you have evaluated to a member of the category
 - Interview with the Category Director and Education Manager
 - You will have the opportunity to ask questions
 - Please check the dates of the spring category school on the LABBS/BABS website(s) as these change each year.

What we will do:

- Following your attendance at Day 1 of the Spring Seminar, the E&J Committee (LABBS) or C&J Team (BABS) will meet to decide who to take forward to the Candidate stage.
- You will be notified of our decision as soon as possible following the Spring Category School.

The Candidate stage

This stage begins for those notified as successful in being taken forward, after attendance at day 1 of Spring Seminar. Training usually lasts for 3 years.

What we will do:

- Assign you a mentor from your category, who will provide ongoing training, support, and feedback
- Provide you with a training programme and training record
- Invite you to attend all seminars as part of your training
- Refer you to the relevant expenses policy for how much of your training will be paid for by LABBS or BABS.

What you will do:

- Attend as many contests as you can, either BABS/LABBS to shadow judge. Minimum requirement is scoring 3 live contests during your training (at your own expense)
- Shadow certified judges as often as you can - writing evaluations, giving in person evaluations etc.
- Complete any exercises, projects or tests set by your Category Director or their appointed person. These will be detailed in your training programme
- Complete your training record
- Attend a Contest and Judging **Foundation Course** during your training, if you have not already done so prior to becoming a candidate. (This is a general education course that will be offered at some point during your training)
- Do an 'official shadow' of a live contest when your Category Director says you are ready for certification. This step is funded, please refer to the relevant expenses policy.

The Certified Judge Stage

- You will usually be certified in the 3rd year of your training – the exact timing of this will be agreed with your Category Director.
- There will be a thorough review of your training record to see if you meet the criteria for certification. Your mentor will recommend certification to your Category Director and to the E&J Committee (LABBS) or C&J Team (BABS)
- Sometimes candidates need more time – this will be discussed with you as part of your on-going mentoring and feedback during your training
- As a certified judge you will be required to attend all Category Seminars and judge 1 live contest a year, on a main panel if required or as a shadow judge - unless there are extenuating circumstances which should be discussed and agreed with your Category Director.

Notes:

LABBS - At this stage you will be added to the register of certified judges.