



SHCV GUIDELINES FOR JUDGES

The *SHCV Guidelines for Judges* has been introduced by the Show Horse Council of Victoria (SHCV) as a reference tool for Judges on the SHCV List of Judges, other judges invited to officiate at SHCV competitions, and to support the organisers of events officially sanctioned by the SHCV.

The *SHCV Guidelines for Judges* is to be read in conjunction with the *SHCA Constitution and Rules; SHCA By-Laws; SHCA Competition Rules* and the *SHCA Judges Scheme, Rules and Regulations*.

BEFORE EVENT

- Confirm the exact date, location and time of your appointment
- Acknowledge that you understand the classes you will be judging and the level of commitment required
- Fully understand the travelling requirements needed to attend event
- Ensure that you understand the impact to your work and/or other personal commitments
- Be flexible with your travelling arrangements
- Understand that any requests for a partner or friend to join you as a traveling companion may be declined
- Understand that any requests for accommodation for a partner or friend, even though you may be willing to pay their way, may be declined
- Maintain communication with your hosts and be responsive to their questions
- Minimise the use of social media regarding your appointment
- Indicate any expected travel expenses such as parking, tolls, fuel, flight costs and taxi tariffs
- Have a resume prepared for publication. An good resume includes personal information, horses you've owned or ridden, successes, a funny horse-related story and interests outside the world of horses

DURING EVENT

- Be punctual and professional at all times
- Ensure your presentation is consistent with the event at which you are officiating
- Limit the consumption of alcohol during your appointment
- Possess a working knowledge of the *SHCA Rules and Regulations*
- As each event is different, understand how the organising committee wants the classes judged
- If a point score system is used, understand how it works. Each SHCA State has a different approach
- Mobile telephone usage, when not judging, should be discrete and only when necessary

POST EVENT

- Forward an email, letter or card of appreciation to the organising committee
- Provide appropriate feedback, if deemed necessary
- If a judge receives any untoward communication in relation to their appointment, the matter must be immediately reported to the SHCV Executive

A Victorian who is assigned to officiate at any SHCA sanctioned event is representing the SHCV in an official capacity.

Should you experience any issue regarding your selection, you are encouraged to contact the SHCV President or a member of the SHCV Executive who will provide you with the necessary support and guidance.