

NATIONAL BUICK MEET VOLUNTEER DESCRIPTION

BCA National Meet Head Judge

SUPERVISOR: National Meet Chief Judge

GOAL: Accurately access each vehicle per the Formal Judging Form and the criteria listed in the Judging Manual .

TIME: Friday Judges Training, Time TBD; Saturday Breakfast and Judging, 7AM-12PM

PHYSICAL EXERTION: Walking, Standing, Bending

DUTIES:

The Deputy Judge's function is to assist and supervise the judging teams to which they are assigned on the judging field.

Responsibilities:

- Provide details of time and location of the judges breakfast and judging school. The school should be conducted at the meet headquarters location.
- Select an adequate location for the judges breakfast as close to the judging field as possible.
- Work closely with the Registration Chairperson in verifying all vehicle registrations as to proper vehicle identification.
- Organize the judges breakfast with a head table, Deputy table, Arbitration Team table, Administration Team table and individual tables for judging teams. At smaller meets, some of the teams may be combined at one table.
- Prepare the Team Captain packets. They will include: Individual Category Work sheets, Team Captain Reminder List, "Judged" stickers, Vehicle Roster, Team Captain Reporting Form and any other necessary information pertaining to that particular Meet. (See Appendix IV).
- Co-preside at the judges breakfast.
- Be responsible for establishing the Judging Administration Office, including the provision of food and beverages for the Administration Team, which works non-stop from 10:30 a.m. until nearly 5:00 p.m. This facility must be in a location convenient to the judging field and have sufficient area for teams and Team Captains to wait.
- Be responsible for the procurement of all administration supplies as listed in Appendix IV and V.

- Assist in the presentation of awards at the awards ceremony as may be requested by host chapter.
- Provide any needed assistance to all other National Meet Committees connected with the vehicles and judging field, such as Field Marshal and Field Layout, Pre-Qualification Operational Check Committee, Registration Committee, Trophy Committee, Banquet Committee, etc.
- Give all unused judging supplies to the Meet Chairman to be returned to National Headquarters, along with all other unused materials.