

NATIONAL BUICK MEET VOLUNTEER DESCRIPTION

BCA National Meet Head Judge

SUPERVISOR: National Meet Chief Judge

GOAL: Accurately assess 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 Head Judge is responsible for all matters pertaining to the judging of vehicles at a BCA National Meet. (Organizational procedures for Head Judges at all BCA National Meets are set forth in detail below.) The name of the Head Judge and assistant at the BCA National Meet should be communicated to the National Chief judge. The Head Judge must be approved by the Chief Judge and the BCA Board of Directors. If the Head Judge is not a member of the Host Chapter and is therefore not able to attend the regular committee meetings, an assistant shall be selected from the Host Chapter to represent him at the meetings and to perform tasks that must be done on a local basis. The Head Judge is responsible for all matters pertaining to the actual judging of vehicles at the National Meet.

Responsibilities:

- The Head Judge is responsible for all matters pertaining to the judging of vehicles at a BCA National Meet. (Organizational procedures for Head Judges at all BCA National Meets are set forth in detail below.)
- The name of the Head Judge and assistant at the BCA National Meet should be communicated to the National Chief judge.
- The Head Judge must be approved by the Chief Judge and BCA Board of Directors.
- If the Head Judge is not a member of the Host Chapter and is therefore not able to attend the regular committee meetings, an assistant shall be selected from the Host Chapter to represent him at the meetings and to perform tasks that must be done on a local basis.
- The Head Judge is responsible for all matters pertaining to the actual judging of vehicles at the National Meet. He shall:

- a. Report regularly and work closely with BCA Chief Judge and Meet Chairman.
- b. Receive all judges registration forms.
- c. Predetermine the number of judges which will be needed.
- d. Work closely with the Registration Chairperson in verifying all vehicle registrations as to proper class.
- e. Review the prepared Vehicle Roster of all vehicles, establish classes and assign each vehicle to a class. Classes should be divided when entrants exceed 19.
- f. Establish the Judging Teams, Deputy Teams, Arbitration Team, Judging Administration Team and National Award Team.
- g. Prepare a Judges Roster according to team assignment and have copies prepared for distribution at the judges breakfast.
- h. Co-preside over the judges breakfast.
- i. Administer the judging of vehicles at the Meet.
- j. Be responsible for the announcement of award winners at the awards ceremony, as may be requested by the host chapter.
- k. Immediately following the Meet, forward a Judges Roster, Judges Participation Cards, Team Captain Reporting Form (with each judge's individual Category Work sheet attached), the Winner Record, and the vehicle roster to the BCA Office.
- l. Following the Meet, collect and transmit all evidence which supports or challenges statements of authenticity made in this manual or any other official BCA support document. All of this material should be forwarded to the BCA Chief Judge. If copies are not available, the name and address of the individual providing the documentation, the title of the publication, page number, and nature of the correction should be stated, or it will not be included in any official BCA support document.
- m. The Head Judge should complete a Team Evaluation Form for each of the Deputies supervised and return this form to the Judging Administration Office.