

# **NATIONAL BUICK MEET VOLUNTEER DESCRIPTION**

## **JUDGING ADMINISTRATION MATH REVIEW CLERKS**

**SUPERVISOR:** National Meet Judging Administrator

**GOAL:** Verify the National Meet Judge Team scores and accurate placement/award

**HOURS OF OPERATION:** Saturday, 10AM-6PM

**NUMBER OF VOLUNTEERS:** 4, 2 Teams of 2

**TIME:** 4-8 hours, dependent on number of registered vehicles being judged

**PHYSICAL EXERTION:** Sitting. No lifting.

**OTHER:** Attention to detail a must. Accuracy with numbers a must.

**DUTIES of CLERKS:**

- Report to registration room on time
- Report to supervisor for assignment
- Clerk #1/Clerk #2 as a Team should each verify the following on every judging form they receive:
  - Subtotal for each of the four categories.
  - Subtotal for each category is same as amount shown in the summary.
  - Subtotals have been added correctly.
  - “Total deductions” is the same as the amount shown in “Less deductions”.
  - Net score equals 400 less total deductions.
  - Enter revised totals or subtotals in summary section.
  - Initial any changes you have made.
  - Enter verified score.
  - Initial verified score as clerk #1.