

# PNW 4-H Horse Judges: Information and Criteria



Effective: October 2009

The PNW 4-H horse judges lists are posted on the web at <http://oregon.4h.oregonstate.edu/pnw-4h-horse-judges-list>

This website includes the following:

- Apprentice list of those people in the process of becoming a PNW judge
- Horse Judges lists of those who have completed the apprentice program successfully
- Senior/Evaluator list of those judges who have met additional criteria and may help train apprentices
- Dressage Judges
- Dad Potter Judges
- Information on upcoming PNW Horse Judges Trainings and clinics
- Evaluation forms
- Update/Interest form
- PNW committee descriptions and application form
- Links to other relevant websites

## **Criteria for being added to the PNW Apprentice List**

In order to be placed on the apprentice list, you must meet the following criteria:

- ✓ Be out of high school and at least 19 years of age.
- ✓ Submit a “Judges Update/Interest Form”
- ✓ Pass the apprentice or PNW Judges Training open book written examination with a minimum score of 90%.
- ✓ Pass a background check

Once the above four criteria have been met, you may begin the apprentice period. Contact judges on the Senior/Evaluator List for potential apprenticing assignments. The local show committee should also be contacted to see if they want a person apprenticing at their show. This contact may be made through the County Extension Office.

You cannot apprentice under relatives, nor should you apprentice in your local area.

## **Criteria for being added to the PNW Horse Judges List**

To advance from the apprentice list to the Horse Judges List, you must meet the following criteria:

- ✓ Attend the most recent PNW Judges Training
- ✓ Complete the apprenticeship program by the next PNW Judges Training. (Apprenticeships may be extended if approved by the Judges Review Committee.)
- ✓ Receive a minimum of three favorable apprentice evaluations that meet the following requirements:
  - Must be from three different PNW 4-H Horse Shows
  - Two evaluations must be from PNW Senior/Evaluator judges; one evaluation can be from show management, where you were the official judge
  - One show must be a county fair, prefair, or qualifying show
  - Shows must be conducted under PNW 4-H rules
  - You must have judged a minimum of showmanship, western equitation, and English equitation over the three shows
  - You must have judged all age groups over the three shows

Once the above criteria are met, the Judges Review Committee determines, based on your evaluations, whether you are added to the Judges List or require more experience through apprenticing.

## **Criteria for being added to the Senior/Evaluator List**

To advance from the Horse Judges List to the Senior/Evaluator List, you must meet these additional criteria:

- ✓ Have a minimum of three years judging experience in the PNW 4-H Horse Program.
- ✓ Judge equitation classes at six county fairs, and receive favorable evaluations from each. (Judges will be responsible for providing the show committee with an evaluation form and a stamped, addressed envelope.)
- ✓ Receive written letters of recommendation from two current Senior/Evaluator judges. These should be general letters attesting to your skill, competence, knowledge of the PNW 4-H Horse Program, and ability to evaluate 4-H members riding precise patterns and movements according to PNW standards.

## **Listing Competency Areas**

When placed on the judges list, the minimum categories listed will be showmanship, western equitation, and English equitation. If requested on the judge's update form, other categories may be added based on favorable evaluations in those areas judged and/or apprenticed.

## **Dad Potter Criteria**

Only Dad Potter approved judges are certified to judge Oregon 4-H members attempting the 3-step Certificate of Merit or the "Dad" Potter 4-H Horsemanship Award. Applications signed by judges not having met the criteria listed below will be denied.

- ✓ Must meet all "Evaluator" criteria.
- ✓ Receive a favorable apprentice evaluation of a Dad Potter or 3-step attempt from a current Dad Potter judge.
- ✓ Attend the most recent statewide Dad Potter Judges Training or the Dad Potter session at a PNW training.

## **Specialized Areas of Judging**

To specialize in judging only one area (i.e. dressage, gaming, trail, ranch horse, etc.), you still must meet apprenticing criteria. However, you may apprentice only your specific area of interest as long as you judge a variety of age groups. In some cases, you may also need to apprentice showmanship. It is your responsibility to notify the Judges List Coordinator that you are interested in qualifying only for a certain area.

### **Horse Judging Contests**

Judges wanting to list Horse Judging Contests among their qualifications must apprentice one Horse Judging contest and receive one favorable evaluation.

### **Public Speaking, Presentations or Horse Bowl Competitions**

Judges wanting to list Public Speaking, Presentations or Horse Bowl among their qualifications only need to have one favorable letter of recommendation or evaluation on file for the appropriate area. Judges do not have to undergo an apprenticing process for these specializations.

## **Criteria for Remaining on the List**

To remain on the PNW Judges Lists, you must do the following:

- Attend at least every other PNW 4-H Horse Judges Training. Judges who miss two trainings in a row are automatically removed from the list.
- Pass the written test (with a 90% score or above) which is given in conjunction with each PNW 4-H Horse Judges Training. Even if you do not attend the training, you must take and pass the test. This requirement pertains to ALL judges currently on any PNW list. If the test is not passed, the Judges Review Committee must give approval for any further testing. All tests must be returned by the due date to be valid. Late tests are subject to denial by the Judges Review Committee. Those not returning tests will have their names automatically removed from the list 60 days after the test due date.
- Receive at least two favorable show evaluations between PNW Trainings.
- Keep the Judges List Coordinator updated on current personal information. Requests for changes should be submitted promptly via postal mail or email. Updates should be submitted for changes in name, mailing address, phone number, or email address, and for requests to be dropped from the list or to change areas of competencies.

## **Criteria for being removed from the list**

For the purpose of maintaining the high quality of judging within the PNW 4-H Horse Program, the Judges Review Committee may remove a judge from a list for any of the following reasons:

- Not meeting PNW criteria (i.e. not attending trainings; not submitting test; not passing test, etc.)
- Poor performance; not meeting PNW standards for Horse Judges
- Unprofessional behavior
- Unfavorable evaluations or letters
- Any action that does not represent the positive youth development goals of the 4-H program

The Judges Review Committee will attempt to notify judges when they are being removed from the list, but they are not obligated to do so.

Judges who have been removed from the list may apply to the Judges Review committee to be reinstated. After review, the committee may do any of the following or a combination of the following:

- Deny the application
- Approve the application with no restrictions

- Approve the application with stipulations (such as having to apprentice again, retake a test, etc.)
- Reinstate the judge on probation

## **Evaluation Forms**

Evaluation forms are used to update current judges' status and to provide the Judges Review Committee with information concerning individual judge's performances and professional behavior. PNW judges lists are compiled using evaluation forms as well as each individual list's Criteria specifications.

All judges are required to use the evaluations to improve their effectiveness and gain constructive feedback for their continued professional development within the 4-H horse program.

Judges are responsible for providing the evaluating judge or show committee member with the appropriate evaluation form in a stamped, self-addressed envelope. (Include the show's entry form along with the number of riders in each class judged.) It is the show committee's responsibility to submit the evaluation.

Judges can contact the Judges List Coordinator for the status of their evaluations.

Any evaluations showing "needs improvement" may be considered unfavorable.

## **Judges Review Committee**

Members of the PNW Judges Review Committee include the volunteer Judges List Coordinator; an Oregon State University, Washington State University, and University of Idaho staff representative; and at least one additional PNW horse judge from each of the PNW states. These judges serve staggered three year terms. Applications for the committee are available on the website and may be submitted at any time.

The Judges Review committee responsibilities include but are not limited to the following:

- Reviewing evaluations
- Communicating problems to judges and setting goals for improvement
- Removing judges from the list
- Reviewing applications for reinstatement to the list
- Keeping judges informed of changes to the program
- Updating the status of judges