



Somerset County Archery Association

***** Role of the Judge Liaison Officer ***
(TR11)**

INTRODUCTION

The position of Judge Liaison Officer (JLO) is extremely important for the Association. As an elected member of The Association you will also be a member of the Council under Clauses 24 and 29 of the Association's Constitution which states:

The Council shall comprise of the Officers, the Retiring Chairman, Specialist Officers elected at the Annual General Meeting, Co-opted Members, and one member from each affiliated Club

SPECIFIC DUTIES & RESPONSIBILITIES

The following will be the specific responsibility of the JLO who shall:

- 1) Act as key Judge contact for the Association;
- 2) Assist the Association in disseminating information and collating and returning information to the National Judge Committee as appropriate;
- 3) Maintain an up to date a list of judges within the County;
- 4) Ensure all judges within the County have updated their contact details on the AGB Contact Portal;
- 5) Notify the Judge Registrar, within one (1) month, of any changes using the relevant J form;
- 6) Be responsible for the administration of assessments within their County for Candidate and County Judges. They will ensure the assessment is conducted in line with sections 5 to 9, 11 and 12, and all results are communicated to the Registrar within 14 days;
- 7) Only when requested by Tournament Organisers will appoint judges to other events in the County;
- 8) Assist Tournament Organisers in finding judges for an event when the TO requests assistance;
- 9) Liaise with Tournament Organisers in order to ensure that all judges of all grades have the opportunity to gain experience at a variety of events;
- 10) Be responsible for ensuring that mentors for Candidate Judges are appropriate and to appoint where required.
- 11) Be responsible for facilitating the training of new judges within the County;
- 12) Promote the role of Judge within the County and encourage, support and recruit Judges;
- 13) Work with the other representatives in the county and across the archery network ;
- 14) Work with the Regional Judging Officer (RJLO), NCC and Archery GB development staff as appropriate;

15) Attend local and national archery conferences if possible (expenses to be paid by the Association);

16) To attend County meetings whenever possible and give a report.

The above could be subject to change should the Association's Constitution be amended or if duties or specific tasks need to be amended.

REQUIRED SKILLS, QUALIFICATIONS AND EXPERTISE

It is important that the Association recognise the significance of this position and to this effect the postholder must be:

- 1) A member of the Governing Body AGB;
- 2) A Full Member of the Association;
- 3) The JLO will be a Judge who has suitable experience to carry out the duties of the JLO;
- 4) It is expected that the JLO will act and Judge in a manner that represents the standards and values and promotes the work of the National Judge Committee;
- 5) 18 years of age or older;
- 6) Share and uphold the aims and objectives of the Association