

Working Equitation Canada Mentoring and Shadow Judging / TD Guidelines

This document serves as a guideline to the responsibilities of those involved in running licensed shows as well as candidates in the Licensed Officials Program. Please note this is just that, a guideline, and every show committee and judge may have different rules and feelings toward the use and schedule of Mentoring/Shadow judges/TDs. Candidates in the Licensed Officials Program should always maintain a high level of professionalism when conducting themselves at a show and will be treated with the same level of respect and professionalism by the show committees and official judges.

Licensed Official Program Candidates (mentoring and/or shadow judges/TDs)

- Contact show management to inquire about mentoring and/or shadowing.
- **Please note the Judge should never be contacted directly**
- The WECan LOP will not be responsible for scheduling shadow judges/TDs at shows.
- The LOP can provide contact information for show committees if it is not readily accessible.
- Allowing mentoring or shadow judges/TDs will be at the discretion of the show organizing committee who will be in contact with the Official. Some Officials (lower levels in particular) may not be comfortable with any more than 1 shadow per show and this decision must be respected. The show committee will also have a similar thought process depending on many factors such as number of entries, size of arena, etc.
- Please note that mentoring/shadow judging/TDing is not guaranteed at any point.
- Mentoring/Shadowing will not be arranged by anyone other than the judging candidate and show organizing committee working together.
- Do not arrive to the show without prior arrangements expecting to be able to mentor/shadow.

SHADOW JUDGES:

- In collaboration with show management, prepare test sheets for all three phases of the competition. (Some show offices may offer to provide copies of their test sheets at candidates cost)
- Each shadow will be provided with a schedule and course maps from the show organizing committee.
- Be prepared and have extras of each of the above, as well as pens, pencils, and any other materials appropriate to complete shadow judging.
- It is also recommend having copies of each dressage test with you to reference if needed.
- A rule book will be on site, but it is recommended to have your own printed or easily accessible in cases of questions arising that the judge cannot immediately answer.
- Arrive to the show grounds well before the competition starts. A show will not be delayed for anyone other than the official judge.
- Upon arrival, report to the show office for updates and to be introduced to the show official(s).
- Upon completion of mentoring or shadowing fill out the appropriate Show Experience Form with the official Judge and show management.
- **After each trial, leave your completed score sheets with the show management to forward to WECan for review and comparison with the Official Judge's score sheets.**

***Remember: A ride is defined as all trials entered and ridden by a horse/rider pair, including DQs; e.g., Novice A (L2) Dressage, EOH, and Speed trials constitute one ride. Scratches and withdrawals do not qualify.

Technical Delegate

- The Candidate should come prepared with their own tape measure and rule book
- A Show Experience form is required to be completed by the Candidate, the Show Official and Show Management.

Show Management

- Work with LOP candidates to arrange Mentoring or Shadow judging/TDing.
- Management will be the main contact between the Candidate and the Show Officials.
- Every Judge/TD has their own thoughts on how many extra people they can accommodate and how they like to operate with them, so always check with the Judge first. Some newer Judges may not be comfortable with Mentoring or Shadows or may want only one at a time. This is a decision that must be respected, but in most cases, Judges are more than happy to share their knowledge with candidates.
- Provide schedules, course maps and sample EOH and Speed score sheets as they are available.
- Shadow Judges are responsible for having their own copies for their scoring use. Show organizers may work with Shadow Judges to acquire these copies if so desired. If Mentoring, these sheets will not be required by the Candidate.
- If the schedule changes, candidates must be informed of said changes in case flights and/or hotel reservations may need to be adjusted.
- Introduce Candidates to Judges upon their arrival to the show grounds.
- **Copies of the Official Judge's score sheets are required to be sent to WECAN LOP (wecanlop@gmail.com).** These may be scanned and emailed or sent by Canada Post.
- Shadows are required to submit their score sheets to show management for forwarding to WECAN LOP with official sheets as above. If only SOME rides are Shadow scored, only the corresponding official score sheets need to be sent.
- Shadows are not to receive copies of the official score sheets.
- If possible, organizer may arrange a scribe for the shadow judges.
- It may be possible to have two judging candidates switch between shadowing and scribing for one another, but this is to be at the discretion of the judge and agreement of the shadows. If this format is chosen, it is to be strictly adhered to as often official judges want only one shadow at a time.
- Please respect the decision of the official judge and when in doubt have a separate volunteer as scribe.

Working Equitation Canada Licensed Officials Program (LOP)

wecanlop@gmail.com

- Provide contact for show organizers to judging/TD candidates.
- The LOC is not to be responsible for scheduling mentoring or shadows for shows; this will be left to the judging/TD candidate and the show organizers to work out between themselves.
- Provide this document to all Judging/TD Candidates as well as Show Organizers before the event and answer any questions that arise from either party.
- Deal with any conflict as it may arise in relation to judging/TD candidates or show committees.
- Provide a Shadow Assessment Form to official Judge(s)/TDs and show organizers to report back on performance of the shadow judge(s)/TDs.