



# Australian Philatelic Federation

Organised Philately in Australia



## Jury Leadership Course 18th August 2021

Welcome back



New Zealand  
Philatelic Federation



# Jury Leadership Session 2

- ▶ Last Session covered responsibility of a National Judge.
- ▶ First session went on the APF YouTube channel.
  - ▶ <https://youtu.be/T9-F1HoJEXs>
  - ▶ 17 views
- ▶ 32 attended zoom session 1
- ▶ 7 replied to watching the YouTube Video
- ▶ Session 1 was a success.
- ▶ Thank you to Peter Allan for the YouTube Channel.

# Course Sessions

## Session 1            4th August

- Introduction (15 min)
- Judges' Responsibilities (1hr)

Glen Stafford  
Charles Bromser

## Session 2            18th August

- Team Leader responsibilities (1hr)

Glen Stafford

## Session 3            1st September

- Jury Secretary responsibilities (1hr)

Ian McMahon

## Session 4            15th September

- Jury Chair responsibilities (1hr)

Malcolm Groom

## Session 5            29th September

- Jury Assessor's role (1/2hr)
- Secretary's Power Point template (1/2hr)

Bernie Beston  
Glen Stafford

# Introduction

## Who is Glen Stafford

- Work force 40 Years Medical Imaging
- APF 15 Years 5 positions
- National Judge 12 Years
- International Judge 6 Years
- Exhibitions 40+



# Team Leaders 101

Why bother?

Ask question throughout the presentation!



# Purpose

The purpose is to develop the competencies of Team Leaders at the national level in order to constantly improve the quality of judging at philatelic exhibitions - and thereby ensuring accurate, fair and consistent judging.

I would like you to be inspired and take home ideas that can help to improve your skill set as a team leader.

# 1.1 Being a Team Leader

What do you think are the Team Leaders responsibilities?

Rhetorical Question?



## ***FIP Article 21: Responsibilities for Team Leaders***

Team leaders shall be responsible for:

- ensuring that all members of the team participate fully in judging
- meeting the deadlines set by the Jury President and Secretary
- training and evaluation of apprentice jurors attached to the team
- assessing the capabilities of first time jurors
- ensuring that the results of judging by the team are correctly entered in the awards program
- participating, if invited, in the appraisal of exhibits in the Championship Class for nomination for the Grand Prix
- presenting candidates for the Grand Prix
- ensuring the security of jury materials issued to team members

## 1.2 The team leader's preparation before the exhibition

How do you prepare as a Team Leader before the exhibition?



# The team leader's preparation before the exhibition

- ▶ The Jury Secretary will allocate both your team members and exhibits to judge
- ▶ The team - who and what are their strengths
- ▶ Comparing the exhibits with the jury team's strengths
- ▶ Time available - and your choice of judging strategy
- ▶ Apprentices – selecting a mix of exhibits to judge

# The team - who and what are their strengths

- ▶ You receive a list of the jurors and the teams
- ▶ If you know them, you probably also know their collecting areas
- ▶ If you don't know them – Google them
- ▶ Contact them and ask what their strengths are in relation to the exhibits you are going to judge

# Comparing the exhibits with the jury teams strengths

- ▶ Before leaving for the exhibition look at the list of exhibits and decide who in the team will be most knowledgeable on each subject
- ▶ Asked the team on which exhibit would they like to lead on
- ▶ They should also do the written feedback
- ▶ Identify subjects that you and the team are not strong in
- ▶ Have a plan for these exhibits

# First Responders

- ▶ Based on the overview of the individual strengths of the team members you have two choices:
- ▶ Inform the jurors who should give primary feedback to each exhibitor
- ▶ Ask the jurors which of the exhibits they would like to be first responder to (preferred approach)

# Time available - and your choice of judging strategy

- ▶ Look at the schedule for the exhibition, and calculate how much time you have for judging – and judging of each exhibit



# Example 1

- ▶ Team with 3 Judges and 1 apprentice
- ▶ 30 multi frame exhibits to Judge
- ▶ Friday Night 4 Hours, Sat 6 Hours = 10 Hours Judging time
- ▶  $600 \text{ minutes} / 30 = 20 \text{ minutes each}$
- ▶ However - 1<sup>st</sup> 3 exhibits as a team of 4
- ▶ Apprentice goes off for 3 exhibits
- ▶ You carry on with 3 judges
- ▶ Apprentice give 1<sup>st</sup> responder
- ▶ Final walk through
- ▶ Reality 10-15 minutes per exhibits. (Keep on task)

# Apprentices – selecting a mix of exhibits to judge

- ▶ You will know in advance if you are responsible for an apprentice
- ▶ Select from the list of exhibits three to five exhibits at different medal levels to give the apprentice
- ▶ Always let the apprentices be part of the team in the beginning.
- ▶ After judging some exhibits together, the apprentice can then judge the selected exhibits

## 1.3 Leading the Team

What do you do as a Team Leader at the first jury meeting?



# Welcoming the team

- ▶ Welcome the team
- ▶ Introduce yourself
- ▶ Introduce them to each other



# Welcoming the apprentice

- ▶ Give the (nervous) apprentice a special welcome
- ▶ Explain the process for his/her evaluation
- ▶ Confirm the list of the selected exhibits they will judge



# Explaining your judging strategy to the team

- ▶ Inform the team about the time schedule
- ▶ Explain your judging strategy to the team
  - ▶ How many exhibits to judge before discussing leveling?
  - ▶ Crosscheck with any other sub-teams?



# The feedback responsibility

- ▶ Review who should give primary feedback for each exhibit
- ▶ Everybody in the team is part of the feedback, but for each exhibit, one in the team has the lead, and starts the feedback dialogue



## 1.4 Judging

What do you as a Team Leader focus on during judging?



# Setting the right level to start with

- ▶ It is important to set the right level of judging in the beginning
- ▶ Go with the team to have a quick look at all assigned exhibits
- ▶ After judging some exhibits, review the level of each criteria
- ▶ You can compare the level of each criteria by comparing with other teams in the first break



# Judging Prejudices

- ▶ Remind your team members that exhibits are constructed differently depending on who mentored the exhibitor
- ▶ In TR and PH for example there are those who believe in letting pages breathe others want them full
- ▶ Important factor is that as long as the exhibit meets the criteria of the class these differences are acceptable

# Involving all team members in the jury work

- ▶ Remember to include all team members in the jury work
- ▶ Based on the team members' strengths you can let each juror start giving points on the exhibits where they have their strengths
- ▶ Remind them to start taking down notes on the discussions for the written and verbal feedback

# Managing a silent jury member

- ▶ Usually some team members are more conversant than others, but a juror should not be able to hide in a team
- ▶ Encourage the silent juror to participate by
  - ▶ Asking them about their opinion before the other team members start talking
  - ▶ Acknowledge their input to build their confidence



# Managing a jury member that wants to take control

- ▶ Another team member wants to take control of the judging – and basically take over your job as team leader. This can create problems in regards to the team
- ▶ Do not give them the opportunity to be the informal leader. Tell them that you are the team leader in this team



# Coordination/leveling with other teams

- ▶ Especially in TR, PH and TH there are often more than one team
- ▶ It is the responsibility of the team leaders to coordinate and ensure leveling between the teams
- ▶ Talk to the other team leaders when and how you want to ensure the leveling



# During judging: How to use senior consultants/specialists/expert

- ▶ If there are senior consultants available at the exhibition make sure you use them – especially with exhibits where you and your team do not have strong knowledge
- ▶ In the same way use jurors from the other teams for exhibits where they have better knowledge than you and your team
- ▶ During the exhibition the team should look out for items for the expert team

# Special Prizes & Felicitations

- ▶ During judging remember to identify exhibits that deserve Special Prizes and the reasons for this
- ▶ And when you see exhibits with exceptional research remember that you have the possibility to award Felicitations



## 1.5 Leading Apprentices

How do you as a Team Leader evaluate the apprentice?



# The Team Leader's feedback to the apprentice

- ▶ The (nervous) apprentice deserves a feedback from you after judging
  - ▶ How well prepared did you find the apprentice?
  - ▶ How has he/she participated in the judging?
  - ▶ How precise was his/her judging?
  - ▶ What do you recommend the apprentice to work on in order to become a better judge?
  - ▶ Do you think that they will pass?

# The Team Leader's feedback to the first time Juror

- ▶ The first time juror deserves feedback as well
- ▶ Spend some time with them to give them your evaluation of their performance
  - ▶ How well prepared did you find them?
  - ▶ How has he/she participated in the judging?
  - ▶ How precise was his/her judging?
  - ▶ What do you recommend they should work on in order to become a better judge?

# 1.6 Other Team Leader duties

- ▶ Nominate Grand Prix awardees
- ▶ Arrange a team member to speak on its behalf
- ▶ Nominate felicitations for Research or Material
- ▶ Consult with the Jury Chair about any discrepancy between previous medal levels. 2 or more medal level different.
- ▶ Read all written (typed) feedback from your team and sign off on them.
- ▶ Congratulate your team on a job well done.

# 1.6 Other Team Leader duties

- ▶ During group feedback session, each Team Leader will make general comments on the overall class exhibits. Typically will comment on Treatment along with Knowledge and Research.
- ▶ Transferring an exhibit from one class to another. Discussions to be had between Team Leaders.
- ▶ Have fun! It is a hobby after all.

Do you have any other questions regarding  
the Team Leader role?

Thank you

