



Judge competency system

VERSION 1.0 / 8 DECEMBER 2020

Introduction

The purpose of this document is to define the profile of an international judge to support the planning of education programmes, continuous training and evaluation.

The judges committee is responsible for educating new and existing international judges. The system of learning is based on what the judge is expected to know (knowledge), do (skills) and be (values and attitudes).

This document defines the knowledge, skills, and values and attitudes required by international judges across four profiles: target archery judge, director of shooting, field archery judge and the chair of a judge commission.

While created for international use, it can be adapted for continental and national applications.

This document was developed by the Judges Committee and four task forces:

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- **Field archery judge:** Kristina Reitmeier (chair), Christophe Pezet, David Tan and Barry Brophy.
- **Judge commission chairperson:** Karla Cabrera (chair), Paco Gimenez, Schandorff Vang and Adam Martinez.

Version

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1. Profile of a target archery judge

Most of the competencies described in this section are also required by the profiles described in two, three and four and will not be repeated.

A few of the competencies described in this section do not apply to the remainder of the profiles but all international judges are expected to possess the competencies of a target archery judge regardless of the specific role they play.

1.1 Knowledge

1.1.1 General

- Professional behaviour and attitude.
- Understanding of process of feedback and self-evaluation, and the pressures inherent in the role of a judge.
- Mathematics of archery scoring and competency with a scorecard.
- English language to intermediate level, spoken and written (CEFR B1)

1.1.2 Rules

- Content of the latest edition of the *World Archery Rulebook*.
- Structure and format of the competition type of a relevant event, including seeding charts.
- Rules of the competition type of a relevant event, and the intent of rules where applicable.
- Rules on venue equipment and range layout, including safety areas.
- Recognised competition categories and eligibility requirements.
- Rules on equipment for each competition category. (What is permissible and not.)
- List of World Archery's licensed target face manufacturers.
- Scorecards and scoring systems for all phases of competition.

1.1.3 Structure and protocols

- *World Archery Code of Ethics*.
- Requirements of the re-accreditation system.
- Procedures relevant to carrying out judging duties at each stage of competition as outlined in the *Judges Guidebook*.
- Hand signals and radio protocol required for effective communication at events.
- Latest bylaws and interpretations or procedural changes issued through World Archery or the judges committee.

1.2 Skills

1.2.1 General

- Applies the rules in the *Rulebook*.
- Applies the procedures in the *Judges Guidebook*.
- Uses common sense and applies the intentions of rules when situations arise that are not specifically described in the *Rulebook*.
- Makes and takes responsibility for appropriate decisions, keeping notes so that situations can be effectively explained to the chairman or any other relevant person.

- Identifies procedures, and properly maintains and uses judging equipment.
- Works as a team with a commission under the leadership of a chairman, supporting other members of the commission when necessary.
- Contributes to discussions in commission and other relevant meetings.
- Recognises and copes with stressful situations.
- Demonstrates knowledge in written and practical tests.

1.2.2 Venue inspection

- Inspects venue to ensure it meets safety requirements and is secure and suitable for athletes and officials.
- Accurately measures distances and markings.
- Inspects buttresses, including target faces and measure faces to check tolerances.
- Inspects all other areas of the venue.
- Suggests resolutions if any issues are discovered.

1.2.3 Athlete equipment

- Inspects equipment and uniforms following the procedures in the *Judges Guidebook*.
- Accurately measures overdraws, sight tubes and fibre optic sights, arrow sizes and compound bow draw weight.
- Identifies illegal equipment if used during competition and acts accordingly.
- Identifies trademarks and advertisement on uniforms and decides if allowed.
- Identifies camouflage on uniforms and equipment and acts accordingly.
- Inspects para archery athletes, equipment, assistive devices and understands the information included in classification cards when necessary.
- Inspects and assesses wearable technology such as smart watches.
- Monitors athlete equipment throughout the event.

1.2.4 Shooting supervision

- Identifies high or side draws (or other dangerous draw techniques) and acts accordingly.
- Identifies shooting before or after the signals and acts accordingly.
- Identifies lifting bow arm too soon and acts accordingly.
- Identifies disruption on the line (such as archers talking or taking up more than their allocated space) and acts accordingly.
- Applies correct procedures when handling equipment failures, bounces, pass-throughs, medical emergencies and three-metre line situations in all phases of competition.
- Applies correct procedures regarding the height of telescopes.
- Identifies mistakes in the timing equipment that may cause athletes or teams to have less time to shoot their arrows and stop shooting if necessary.
- Protects athlete concentration from disturbances from other athletes, officials and judges.
- Identifies unsportsmanlike behaviour and acts accordingly.

1.2.5 Scoring supervision

- Correctly completes scorecards for all phases of set system and cumulative scoring competitions and individual, mixed team and team events.
- Identifies and fixes mistakes in scorecard completion.
- Decides if it is or is not necessary to measure arrow distances from the centre.

- Applies correct procedures when handling arrow value calls, measurement of arrow distance to target centre, and scorecard corrections.
- Applies correct rules when too many arrows are shot in a single face or multiple face, arrows are shot out of sequence or out of time, and situations involving multiple mistakes.
- Identifies possible cheating and acts accordingly.

1.2.6 Line judge

- Uses clear visual signals during televised matches.
- Acts confidently when entering, leaving and while on the field of play, particularly during presentation of the athletes.
- Interacts appropriately with athletes and officials.
- Ensures field of play is clear before shooting commences.
- Applies correct procedures when handling one-metre team violations, arrows pulled too early from the quiver in team matches, the regulations for attaching release aids to the string in compound team matches, and arrows shot out of sequence or out of time.

1.2.7 Target judge

- Instructs and monitors scorers, athlete agents and runners.
- Decides the result of a shoot-off accurately, efficiently and signals clearly.
- Identifies ties accurately and signals clearly.
- Applies correct procedures when making arrow calls.
- Ensures scoresheets are completed accurately and signed to prevent athlete disqualification.
- Acts confidently when entering, leaving and while on the field of play.
- Ensures that target faces are in good condition and replaced when necessary.
- Remains aware of the state and progress of a running match at all times.

1.2.8 Scorer

- Records and adds scores quickly and accurately.
- Confirms unofficial scores entered in the scorecard against values called by the target judge at the target and calls immediate attention to any discrepancy.

1.3 Values and attitudes

1.3.1 Values

- Fair and impartial in decisions.
- Equality in treatment of athletes.
- Willing to learn and gain experience.
- Respectful of different cultures and beliefs.
- Conscious of responsibility while representing the sport, judges and World Archery.

1.3.2 Attitudes

- Physically and mentally fit for duty.
- Firm and confident in decisions.
- Informed of rule and bylaw changes, and interpretations.

- Willing to accept and provide feedback when asked.
- Approachable, friendly and positive when communicating, regardless of message.
- Supporting of other judges in a positive manner.
- Willing to educate athletes on their knowledge of the rules and behaviour on the field.

1.3.3 Actions

- Wears judge uniform or event uniform when required.
- Polite to athletes, officials, event volunteers and staff, and other stakeholders, and assist wherever appropriate.
- Responsive to communications from chairman before, during and after the event.
- Replies to case studies in the World Archery judge newsletter.
- Reviews rules and procedures before travelling to tournaments.
- Applies only the rules listed in the *Rulebook* (and no others).
- Applies only the penalties listed in the dedicated section of the *Rulebook* (and no others)
- Maintains professional relationship with athletes and coaches while on duty.
- Focuses on assigned tasks for the duration of a tournament.

2. Profile of a director of shooting

The director of shooting at major events must be an accredited target judge so items listed in this section are additional and specific to the position.

2.1 Knowledge

2.1.1 General

- Familiarity with the timing, flow and structure of an archery event.

2.1.2 Rules

- Shooting time, time limits and relevant timing procedures for all stages of a competition, including practice, venue familiarisation (where applicable), qualification, eliminations and finals, including when broadcast.
- Timing procedures for handling shoot-offs, make-up arrows, timing failures and other regular event situations.

2.1.3 Structure and protocols

- Set-up and operation of timing equipment in use at an event, including how to set or change timing limits, run a test, stop shooting in an emergency and reset after failure.
- Procedures for each stage of the competition as outlined in the *Judges Guidebook*.
- Structure of the flow charts and the type of information it provides.
- Detailed competition schedule for broadcast sessions.
- Hand signals in case of timing failure.

2.2 Skills

2.2.1 General

- Understands technical communication related to timing equipment (in English).
- Makes necessary announcements with clear pronunciation (in English).
- Focuses despite disturbances and extended periods of time in a repetitive role.
- Maintains calm during emergencies (for example a timing system malfunction) or when pressured by other stakeholders.

2.2.2 Shooting supervision

- Sets up timing equipment correctly to deadline.
- Inspects timing equipment for accuracy and aural-visual signal synchronisation.
- Applies correct timing and signal procedures during all phases of competition.
- Operates timing equipment consistently and reliably.
- Applies correct timing procedures when handling equipment failures, medical issues, bouncers, pass-throughs, make-up arrows, buttresses falling or wind interference, shoot-off arrows in all phases of competition, session starts, practice ends and alternate shooting, including differences between events or in para archery competition.
- Applies correct procedures following the malfunction of the timing system.
- Inspects position prior to event to ensure full view of the field of play but adapts if view (particularly of the shooting line) is obscured.
- Communicates concisely and clearly with judges over radio.
- Uses clear hand signals if required.
- Takes quick action in case of incursion into the field of play.
- Coordinates with show director, announcers and chairman, particularly regarding credentials and access to the field.
- Safely conducts the event.

2.3 Values and attitudes

- Proactive and polite when working with staff particularly relevant to the role, including show director, announcers and results team.
- Aware and responsible for impact of timing on the field.
- Effectively integrate and educate assistant if provided.

3. Profile of a field and 3D judge

Judges officiating at field and 3D events must be an accredited target judge so items listed in this section focus on the additional rules, including bow and target types, relevant to the discipline.

3.1 Knowledge

- Recognised competition categories and eligibility requirements.
- List of World Archery's licensed target face manufacturers for field and 3D targets and the permitted usage of each type.
- Rules and safety requirements regarding course layout, peg set-up and target selection.
- Rules and safety requirements regarding the placement of targets.
- Course layouts, shortcuts and access for field crew and medical staff at an event.

3.2 Skills

3.2.1 Venue inspection

- Inspects course for distances, target placements and safety, including overshoot behind targets, paths for access and verification that signposting is adequate.
- Selects and sets up pegs and targets for eliminations and finals.
- Places targets to make best use of the terrain without compromising safety.
- Verifies that correct distances are signposted on marked courses.
- Verifies targets in assigned area of course prior to each competition session, particularly checking for missing or deteriorated targets, incorrect pegs or terrain issues.
- Inspects course for water stops and toilets.
- Inspects course for adequate spare depots for target faces, buttresses, pins).

3.2.2 Shooting supervision

- Prevents communication between athletes and officials during competition.
- Observes athletes potentially exceeding time limits during qualification round, decides when assessment is appropriate and applies relevant penalty, if applicable.
- Applies correct timing processes during all phases of competition (field and 3D).
- Identifies illegal equipment and techniques used to determine distance or slope of targets.

3.3 Values and attitudes

- Attentive to athletes and equipment throughout competition.
- Proactive in seeking advice when unsure of a rule or procedure, particularly when relating to equipment or a rule specific to the discipline.
- Observant of athlete well-being, particularly at the start of a competition session.

4. Profile of the chairperson of a judge commission

Judges appointed to chair a commission have the experience necessary not only to act as an exemplary judge but to educate the judges that they will lead at an event.

4.1 Knowledge

- Appeal processes.
- Access to resources (presentations or other) to lead off commission meetings.
- Access to recommended agendas and topics relevant to each phase of the competition for commission meetings and in communications before, during and after the event.
- Access to documentation required by commission, including results, field of play diagrams, course maps, inspection checklists, entry lists, control time sheets, judge evaluation forms and competition evaluation forms.

4.2 Skills

4.2.1 Before competition

- Communicates proactively with World Archery office, event manager or technical delegate regarding organisational topics, including judge accommodation, arrival dates, uniforms

and competition schedule.

- Seeks information on details of supporting national or continental judges.
- Communicates proactively with commission (including alternates), providing information on event venue, weather forecasts, clothing requirements and expectations.
- Communicates proactively with commission on new rules, bylaws and interpretations relevant to the competition, initiating dialogue if necessary.
- Identifies tasks to delegate to appointed deputy.
- Plans a duty roster taking into account the number of required judges during each competition phase and completes preliminary task assignments based on the experience and preferences of judges.
- Reviews team managers' booklet when sent by event manager.
- Schedules, prepares and communicates details of first commission meeting when all (or most) judges have arrived.
- Reads reports of past events held in the same venue.

4.2.2 On arrival

- Contacts event manager, technical delegate or organiser for any relevant information.
- Reviews competition schedule and field of play layout for all phases of competition, giving feedback and raising issues if necessary.
- Coordinates location of equipment inspection.
- Coordinates logistics of commission, including travel and meal arrangements.
- Conducts field inspection with commission and supporting judges, giving feedback and raising issues if necessary.
- Conducts first meeting of commission, including supporting judges if appropriate, before official practice.
- Demonstrates leadership by giving clear instructions, effectively planning roles and promoting teamwork and communication among members of the commission.

4.2.3 Practice

- Establishes and oversees process of equipment inspection, checking that all judges follow the same procedures and apply rules consistently.
- Establishes and oversees process of checking for high draws, side draws and other possible infractions of the rules during practice.
- Acts as liaison with officials and athletes, issuing warnings or disqualifications calmly but firmly and with clear reasoning.

4.2.4 Team managers meeting

- Informs officials of new rules, bylaws and interpretations relevant to the competition.
- Identifies possible need for additional meetings with officials.

4.2.5 In competition

- Conducts commission meetings every morning, giving clear and detailed instructions.
- Conducts commission meetings every evening, evaluating the day's activities.
- Concise, clear and structured to avoid long or unnecessary time in meetings.
- Assesses judge performances continuously, giving constructive criticism or praising outstanding performance when necessary.

- Adapts task assignments if necessary.
- Conscious of contingency plans and task assignments for normal competition situations such as ties at the end of the ranking round.
- Decisive and proactive if a judging issue occurs.
- Coordinates rehearsals in a broadcast field of play and adapts task assignments based on judge performance at the rehearsal.
- Oversees whole process during broadcast matches and proactive if issues arise.
- Provides opportunity for deputy to gain experience with chair tasks if appropriate.
- Adapts quickly to changes in schedule or field of play layout.

4.2.6 After competition

- Assesses judge performances objectively, considering opinion of the deputy.
- Discusses assessments with judges individually, highlighting strengths and weaknesses.
- Completes judge assessment forms, providing evidence for scores.
- Collects input for the event evaluation from the entire commission.
- Prepares and submits the event evaluation to World Archery.

4.3 Values and attitudes

4.3.1 Values

- Promotes unity and teamwork within the commission.
- Fair in assessment of judge competencies to determine assignments, which includes challenging judges in unfamiliar tasks or by confronting perceived weaknesses.
- Willing to listen and objective in assessment of any suggestion.
- Adaptive to changing situations, valid opinions or good suggestions.

4.3.2 Attitudes

- Effective communicator.
- Confident and trustworthy.
- Resilient to stress and able to handle conflicts effectively.
- Resourceful in unusual situations.
- Positive and proactive with event staff.

4.3.3 Actions

- Decisive, timely and proactive in all situations.
- Act as educator, mentor or coach to judges, especially deputy chair.
- Confront, resolve or escalate issues when necessary.