

## **USMRA JUDGE’S PROGRAM**

The following regulations govern the USMRA Judge’s Program. The USMRA Judges Committee is responsible for the policies, the procedures and the governance of the Judge’s program. Each Apprentice Judge is responsible for gathering, maintaining, and keeping all documentation during their apprenticeship program.

The Judge’s Apprenticeship Program is intended to be compliant with the current FCI requirements to become an International Mondio Ring Judge. As such, standards and requirements are subject to change. The USMRA Judge’s Committee will maintain up to date standards, and will properly update requirements as appropriate.

The USMRA Judge’s Program is designed to provide the necessary education, hands - on training, and practical experience for a motivated person to learn and acquire the required skills to become a Mondio Ring Judge. Experience will be provided through practicing the International Rules of Mondio Ring, creating and organizing plans for themed Mondio Ring trials, managing field personnel, instructing and regulating the work of the decoys, and properly completing the paperwork required to document a sanctioned event. Competency of each Apprentice will be evaluated by the officiating Judges through evaluations at each trial, as well as the Judge’s Committee by exams and / or interviews.

The Apprentice is responsible for meeting all requirements, and for providing documentation and paperwork to demonstrate he / she has met all requirements in all phases of the Judge’s Program. The Judges Committee Chairman will collect the original copies of all the paperwork on each Apprentice Judge, at the Apprentice’s completion of the program. The Judge’s Committee Chair will keep the documentation until the Board approves / disapproves the applicant, then the final paperwork will go to the USMRA Secretary in electronic format.

There are 5 phases in becoming a USMRA Mondio Ring Judge:

- I. Application Phase
- II. Written exam
- III. Apprentice Judging Phase
- IV. Certification Phase
- V. Exit Exam

## **I. APPLICATION PHASE:**

To enter the USMRA Judge's Program, the applicant must meet the following criteria:

1. Be a USMRA member in good standing.
2. Be a member in good standing of a USMRA full member club.
3. The applicant must have trained and titled 2 dogs to Mondio Ring 3 (titling in all three levels in Mondio Ring), or may have trained and titled a dog to Mondio Ring 3, and presented that dog at a National or International Championship.
4. The applicant must be of legal age in the country where he / she has legal residence.
5. Write a letter of intent stating the reasons the applicant wants to be a USMRA judge.
6. Write a resume of their dog sport experience.
7. Have two written recommendations from active USMRA members, one of which should be from the president of the applicant's club.

The applicant will send all application documents with verification of membership to the USMRA Judge's Committee members for review. The Judge's Committee Chairman will give a recommendation to allow the applicant to enter the program (or not) to the Board of Directors based on the contents of the application package. This should be accomplished within 30 days. The Board of Directors will vote on the applicant at the next available board meeting. The USMRA Secretary will inform the Judge's Committee Chairman within 5 working days following the board meeting of the results of their vote.

Individuals whose package was deemed unsatisfactory will not be authorized to take the written examination. The applicant and the USMRA Secretary will be notified in writing as to what parts of the package did not meet the USMRA Judge's Program requirements. The applicant may either withdraw the application or reapply by correcting their deficiencies.

## **II. WRITTEN TEST:**

Once the applicant is approved by the Board of Directors, the Judges Committee Chairman will advise the applicant he / she is eligible to take the written exam. A written exam can be given by any USMRA Judge or Judge's Committee member.

The applicant must make arrangements for the testing.

In this preliminary exam, the candidate must demonstrate:

1. A basic understanding and knowledge of the most current FCI International Rules of Mondio Ring as published on the USMRA website.
2. Knowledge of dog behavior, principles and techniques of judging.
3. Basic understanding of anatomy, morphology, and movement of dogs.

Testing can be done (time permitting) at any USMRA sanctioned event; or special arrangements may be made with written authorization from the Judge's Committee. The written exam will not be an open book test. The judge's program applicant must obtain a minimum score of 80% to pass the written exam. The Judge's Committee will examine the written exam and will have two weeks to notify the applicant and the USMRA Secretary of the test results.

### **III. APPRENTICE JUDGING PHASE: (Phase 1)**

Applicants who have passed the written exam and have fulfilled all criteria may enter the apprenticeship phase.

1. An Apprentice Judge must participate in official sanctioned Mondio Ring trials as:

\*Deputy Judge - at least three (3) times in three different trials.

\*Judge's Secretary - at least four (4) times in four different trials.

\*Trial Secretary - at least (1) time. As Trial Secretary, the applicant must be responsible for completing all scoresheets, trial records, scorebooks, and decoy books in the trial where they functioned as Trial Secretary.

It is the applicant's responsibility to make sure the trial secretary makes a note on the score sheet that the applicant has worked as a secretary / deputy judge. (Apprentice Judges can participate as a competitor in a trial, but must act as deputy judge / secretary for a minimum of four dogs to meet above requirements.) Apprenticing may occur at the club in which applicant is a member.

\*The requirements of deputy judge and trial secretary may be completed prior to

entering the Judge's Program.

2. To complete the apprenticeship program, the applicant must apprentice judge a minimum of six (6) trials after passing the written exam.

\*At least three (3) trials need to be under a certified International Mondio Ring judge.

\*Three (3) or more trials can be apprenticed under USMRA judges.

\*The Apprentice Judge must apprentice under at least four different Certified Judges during the Apprentice Judging Phase.

The official trial judge overseeing the apprentice must meet the criteria for judging the USMRA National Championships (US requirement posted). International judges must meet requirements of their country for international judging.

The apprenticeship process should provide the applicant sufficient experience in learning how to perform all the functions of a Mondio Ring trial judge. The apprentice judge will be responsible for giving the primary judge's evaluation forms to be completed and reviewed with applicant at the completion of each trial.

During this educational process, the apprentice judge will write reports on the dogs that were evaluated and will forward them to the supervising judge, who in turn will provide a written statement about the apprentice judge's behavior and performance to the Judge's Committee.

The apprentice judge will be responsible for keeping the evaluation sheets and all documentation until it is time to submit all paperwork to the Judge's Committee. The Judge's Committee may request copies of evaluations at any time during the apprenticeship phase.

The apprentice must, in this phase of the process, apprentice judge a minimum of

- 5 Mondio Temperament Tests
- 3 Dogs at Brevet level
- 15 Dogs at MR1 level
- 6 Dogs at MR2 level
- 6 Dogs at MR3 level

More trials may be required if the Judge's Committee notes the total entry to be too low (less than 4 dogs per trial, not including Brevet level entries) or if the apprentice has not had sufficient exposure to all levels of competing dogs. The apprentice is responsible for providing proof of the number of dogs evaluated during their apprentice phase.

Any applicant not fulfilling the requirements for the application process, the written test, or the apprenticeship with the requisite number of trials and dogs in 2 years will have to begin a new application process; or request an extension from the Judge's Committee, prior to the two year expiration.

An apprentice judge will be subject to the same process as a judge if any misconduct should occur.

#### **IV. CERTIFICATION PHASE:**

1. Upon completion of the Apprenticeship portion of this program, the apprentice judge will arrange to judge two (2) separate trials (different trial weekends – not back to back trials) under the supervision of a certified International judge. The apprentice must judge a minimum of six (6) dogs per trial (not including Brevets). Each trial must have included a dog at each of the international levels, MR1, MR2, and MR3.
2. During the Certification Phase, the apprentice judge will be responsible for setting up the trial and field, instructing and managing the decoys, judging the competitors, completing the paperwork, and scoring the decoys. However, all judgments will be referred to the official certified Mondio Ring judge. The certified Mondio Ring Judge is ultimately responsible for the trial and will sign the trial paperwork, scorebooks, and the apprentice judge's evaluation.
3. The certified Mondio Ring Judge will complete the USMRA evaluation form for the apprentice judge, and after review with apprentice, will submit it to the trial secretary to be sent to USMRA Secretary with trial paperwork. One copy will go to the apprentice.
4. If the apprentice does not achieve a satisfactory evaluation from the certified Mondio Ring Judge, the Judge's Committee will decide on the status of the apprentice judge by the same due process provided to a

certified judge:

After successful completion of the practical education, the apprentice must take a written **exit examination** and interview carried out by the Judge's Committee, who will provide a written statement about the test and its results.

5. Upon completion of the final judging portion of the apprentice program, the applicant will submit all evaluation sheets and all documentation indicating the Apprentice has satisfactorily met all requirements of the Judge's Program to the Judge's Committee within two weeks of the last trial.
6. Within 2 weeks of receipt of the apprentice judge's final paperwork, the Judge's Committee will review and recommend approving or disapproving the applicant as a certified USMRA Judge. If the Judge's Committee approves the applicant, the Chair of the Judge's Committee will send the recommendation to the Board of Directors for review at the following regular Board of Directors meeting. The Board of Directors must vote on approval of the candidate at the next regular BOD meeting. If the Judge's Committee disapproves, a letter will be sent to the applicant and a copy to the USMRA Secretary within 1 week with reasons and recommendations for addressing the problem. The applicant will be given a chance to rectify the problem.
7. The Chair of the Judge's Committee is responsible for notifying the candidate of the decision of the Board of Directors within 2 weeks following the Board of Directors meeting.

## **V. CODE OF CONDUCT FOR USMRA JUDGES AND APPRENTICES**

All USMRA Judges and apprentices must abide by the following "Code of Conduct" while representing USMRA.

1. A judge's conduct is expected to be of the highest caliber while representing USMRA.
2. USMRA Judges will be considered a "representative" of USMRA:

- a. While judging, instructing, or participating at any USMRA sanctioned event.
- b. While attending any recognized working dog trial.
- c. While traveling on official USMRA business.
- d. USMRA Judges will always conduct himself or herself with the highest levels of integrity and represent the organization in a positive and sportsmanlike manner.

This means all USMRA Judges and apprentices will:

- i. Act with prudence and reasonable care.
  - ii. Act with skill, fairness, competence, and diligence.
  - iii. Act objectively and impartially with all members and competitors.
  - iv. Communicate with members and competitors and USMRA (and other) authorities in a timely, accurate, and transparent manner.
  - v. Maintain an approachable and supportive demeanor.
  - vi. Avoid even the “hint” of impropriety.
- b. USMRA Judges will always be fair and unbiased in their work while judging.
  - c. USMRA Judges will not act in any way that is detrimental to USMRA.
  - d. USMRA Judges will abide by the dress code while judging.
3. Trial Expectations – judges are expected to dress appropriately in “professional casual attire.” As representatives of USMRA, professional casual attire is essential.
- a. Professional casual attire includes pants, jackets, and shirts that, while not formal, are appropriate to convey professionalism.
  - b. Choice of clothing is discretionary, but should convey professionalism. Polo shirts, pressed “khaki” pants, jeans, sweaters, corduroy pants, etc. are all acceptable.
  - c. Clothing with holes, or are tattered or torn are not appropriate.

- d. Clothing should not display profane language or contain statements of politics, religion, sexuality, race, age, gender, or ethnicity.
  - e. USMRA Judges will abide by the Code of Conduct and rules accepted and followed by USMRA.
4. USMRA Judges may not be a professional Mondio Ring trainer, breeder of sport dogs or show dogs, or conduct seminars/education in Mondio Ring related activities that contribute to a substantial portion of their income (i.e. he/she should not earn a substantial portion of his/her income – greater than 50% gross income or more than \$20,000 a year, whichever is the lesser amount over any two (2) year average) from the breeding, handling, training, or showing of working/performance-type dogs, including conformation.
- a. The method of determining the income shall be any reasonable means determined by the USMRA Judges’ Committee and all USMRA Judges may be required to provide proof of income from sources required.
5. USMRA Judges will be concerned at all times with the welfare of our dogs, decoys, spectators, and the safe conduct of the trial and all concerned.
6. The same rules of the Judicial Code of Conduct that govern a judicial officer’s ability to socialize and communicate in person, on the phone, on the trial/training field and on paper also apply to the internet and social media.
- a. USMRA Judges must be aware that they are representing the USMRA while posting on social media.
  - b. USMRA Judges must be mindful of what they are posting on social media sources.
    - i. USMRA judges should consider whether it is necessary to clarify that the posting is as a representative of the USMRA, as a Judge, or if it is a personal posting not for public viewing.

## **VI. MAINTENANCE AND REVOCATION OF JUDGE'S CERTIFICATION**

1. After judging twelve (12) club trials; and a minimum of three (3) years of judging; and a minimum of four (4) trials within the previous 12 months, a certified judge may be the PRIMARY JUDGE at the USMRA National Championship.
2. After meeting the requirements above to judge at the USMRA Nationals and having served on the field at a USMRA National Championship, and having attended Judge's College with an International judge; a USMRA judge may be considered eligible to judge outside the US as a USMRA Internationally authorized judge.
3. USMRA judges are expected to follow the USMRA Code of Conduct. The Judge's Committee may investigate any type of misconduct of a USMRA judge or apprentice judge. Remedial training will be considered for minor infractions not warranting revocation or suspension.
4. Formal complaints will follow the same procedural process listed in the USMRA By-Laws under Article V: Discipline.
5. Upon receipt of a formal complaint against a judge or apprentice, the Secretary shall send copies of an official complaint by certified mail to the President, the Judge's Committee Chair, and each member of the Board of Inquiry within fifteen (15) days after the filing date. If the charges are sustained by the Board of Inquiry, the BOI and / or the Judge's Committee may recommend an appropriate disciplinary action which may or may not be imposed by the Board of Directors. The recommendations may include additional training, a suspension, or revocation of the judge's certification; depending on the severity of the offense. The Board of Directors will make the final determination of sanctions no later than the next scheduled Board of Directors meeting after the BOI has completed their investigation.
6. The Judge's Committee will review each judge's file on an annual basis. Each judge will provide a record of trials they judged from the previous year by January 10<sup>th</sup> of each New Year. The information will

include:

- a. The number of trials judged and the number of dogs at each level, at each trial
- b. The number and type of training seminars attended (related to judging)
- c. The number and type of training seminars conducted as a judge or instructor
- d. Any trials participated in as Deputy Judge, Judge's Secretary, or Trial Secretary that would provide additional experience opportunities

(It is the desire of the Judge's Committee that each USMRA judge has the opportunity to judge at least one trial per year, and judge Level 1, 2 and 3 dogs. It is recognized that the number of level 3 dogs is still limited and so it is possible that over the course of a year a judge may not have judged dogs at all three levels).

The Judge's committee will review these packages; add additional feedback involving these judges and make recommendations based on their review. Feedback will be given to each judge within 30 days. Final documentation, including Committee review, will be sent in a complete package to the USMRA secretary for reference.

7. A judge may judge at a sanctioned event for no more than 9 hours including breaks, as written in the international rules.
8. On a quarterly basis, a Judge's meeting will be held, to include apprentice judges, all USMRA Judges, and Judge's Committee members. The purpose of the meeting will be to provide updates, discuss any issues with judging, address questions, share experiences, share learning experiences from past trials, etc.
9. Continuing education will be required of all USMRA Mondio Ring Judges. This will include a requirement to attend and participate on the field at USMRA Championships OR to attend a mandatory Judge's College at a different date during the year. Approved online education courses will be offered on a regular basis. Participation is mandatory. A judge will be required to attend a minimum of four continuing education events every two year period.

## **VII. TRAVEL AND INSURANCE ARRANGEMENTS:**

### **1. Travel arrangements:**

A mileage allowance generally follows guidelines accepted by IRS. Parking, train, bus, taxi, flight (a reasonably priced economy ticket – proof to be provided) will be compensated. In addition, meals for the travel duration and travel expenses will be covered as well, and reimbursed immediately upon arrival or following whatever arrangements made with the organizer.

For judging at an international or world event an additional fee (\$50.00 USD) is also granted to the Mondio Ring judge in addition to the aforementioned reimbursements for each travel and judging day.

It is advisable that financial arrangements should be laid out in advance in the form of a contract or written agreement between the judge and the organizer. This must be honored by both parties.

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## **VII. PROCESS OF RULE REVISION**

These regulations may be reviewed and revised as needed by the USMRA Judges Committee. Final approval of any changes will require a majority vote of the USMRA Board of Directors.

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