



EQUESTRIAN CANADA ÉQUESTRE

JUMPING JUDGES REQUIREMENTS AND EDUCATION

Requirements for Recorded, Senior and FEI Level 1



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CAREER PATHWAY

Competency Based Evaluation System

Table A overviews the main skill sets evaluated, the method of evaluation, and the minimum scores required to prove competency for each skill set. All three skill sets are evaluated before promotion to each successive status and the candidate must prove competency in every skill set, without exception. Once the candidate has met the minimum requirements, and are in good-standing with EC, they will be promoted.

TABLE A

Skill	Evaluation Method	Score needed
Soft Skills	1. 360 Judge Evaluation Form	1. Three or higher on each skill for Recorded. 2. Four or higher for Senior or FEI Level 1.
Knowledge of Rules and regulations	1. Clinic 2. Written examination.	1. Minimum 80% to maintain or advance. 2. Minimum 80% with three attempts to pass.
Fitness to complete demands of role	1. 360 Judge Evaluation Form	1. Three or higher on each skill for Recorded. 2. Four or higher for Senior or FEI level 1.

Recorded Jumper Judge Prerequisites

Criteria	Description
Eligibility	1. Current EC Gold Sport Licence in good-standing. 2. Application submitted to EC by October 1. 3. Minimum of 18 years old. 4. Fluent in spoken English or French.
Education	<u>1.a. Shadow Judging</u> <i>For each competition, a 360 Judge Evaluation Form must be completed and submitted to EC. All shadow judging must be completed with an EC Senior Jumper Judge at an EC Jumper Competition.</i> ➤ Option 1: Shadow judge a minimum of eight full days of competition, at a minimum of four EC Competitions. One competition must be an EC Gold Competition and the candidate must shadow at this competition for at least 2-days. The remaining 6-days of competition must be divided over three additional competitions (or more) and can be completed at any EC Bronze, Silver, or Gold Competition. Candidates must shadow, at a minimum, two different EC Senior Judges out of the four (or more) EC Competitions at which they shadow. ➤ Option 2: Current PTSO (Provincial/Territorial Sport Organization) Jumper Judge, that has judged a minimum of three PTSO Jumper competitions within the last three years. As well, shadow judge a minimum of four full days of competition, at a minimum of two EC Competitions. One competition must be an EC Gold Competition and the candidate must shadow at this competition for at least 2-days. The remaining 2-days of competition can be completed at any EC Bronze, Silver, or Gold Competition.



	Candidates must shadow, at a minimum, two different EC Senior Judges out of the two (or more) EC Competitions at which they shadow. <u>1.b. Shadow Judging Minimum Competency Requirement</u> ➤ Average score of three or higher on each 360 Judge Evaluation Form. ➤ Recommended for promotion by the above EC Senior Jumper Judges. <u>2. Clinic</u> ➤ Must attend an EC Promotion Clinic for Recorded Judges within three years of applying for Recorded status. <u>3. Exam</u> ➤ Must pass the Recorded Jumper Judge exam with a minimum score of 80%.
Maintenance	1. Attend an EC Jumper Judge Maintenance Clinic every three years. 2. Pass with a minimum of 80% on exam every three years. 3. Act as a Recorded Jumper Judge for three EC Competitions within the last three years. 4. Pay their Official dues and Sport Licence fee on annual basis.
Status Privileges	1. Added to EC Official Directory as a Recorded Jumper Judge. 2. Officiate as sole-judge at Bronze and Silver Competitions. 3. Officiate as sole-judge at Gold Competitions, only in non-point classes. 4. Officiate as a second judge, with a Senior Judge, where division prize money is from \$10 000 – \$49 999.

Senior Jumper Judge Prerequisites

Criteria	Description
Eligibility	1. Current EC Gold Sport Licence in good-standing. 2. Application submitted to EC by October 1. 3. Minimum of 18 years old. 4. Fluent in spoken English or French. 5. Current EC Recorded Jumper Judge.
Experience	1. Acted as a Recorded Jumper Judge at a minimum of seven EC Bronze, Silver, or Gold Competitions in the previous three years.
Education	<u>1.a. Shadow Judging</u> <i>For each competition, a 360 Judge Evaluation Form must be completed and submitted to EC. All shadow judging must be completed with an EC Senior Jumper Judge (or FEI Jumper Judge) at an EC Jumper Competition (or FEI Jumping Competition).</i> ➤ Shadow judge a minimum of ten full days of competition, at a minimum of two EC Competitions; the candidate may shadow at EC Gold or FEI Competitions or any combination thereof to meet this requirement. Candidates must shadow, at a minimum, two different EC Senior or FEI Judges out of the two (or more) above competitions. <u>1.b. Shadow Judging and Officiating Minimum Competency Requirements</u> ➤ Average score of four or higher on each 360 Judge Evaluation Form. ➤ Recommended for promotion by the above EC Senior Jumper Judges and Officials.



	<u>2. Clinic</u> Must attend an EC Promotion Clinic for Senior Judges within three years of applying for Senior Status. <u>3. Exam</u> Must pass the Senior Jumper Judge exam with a minimum score of 80%.
Maintenance	1. Attend an EC Jumper Judge Maintenance Clinic every three years. 2. Pass with a minimum of 80% on exam every three years. 3. Act as a Senior Jumper Judge for three EC Competitions within the last three years. 4. Pay their Official dues and Sport Licence fee on annual basis.
Status Privileges	1. Added to EC Official Directory as a Senior Jumper Judge. 2. Officiate as sole-judge at EC Bronze, Silver, & Gold Competitions (prize money less than \$10 000). 3. Officiate as lead-judge (beside a Recorded Judge), where prize money is \$10 000 - \$50 000. 4. Officiate as co-judge (beside another Senior Judge), where prize money exceeds \$50 000.

FEI Level 1 Jumper Judge Prerequisites

Criteria	Description
Eligibility	1. Current EC Gold Sport Licence in good-standing. 2. Application submitted to EC by October 1. 3. Minimum of 18 years old. 4. Fluent in English. 5. Current EC Senior Jumper Judge. 6. Endorsed by EC to pursue the FEI Level 1 Course.
Experience	1. Acted as a Jumper Judge for a minimum of 16 entire days at EC Gold Competitions within the last five years. 2. Minimum of three years of experience as an EC Senior Jumper Judge.
Exceptions	EC Senior Jumper Judges that have been active for six or more years (one EC Competition per year, at a minimum) are exempt from shadow officiating should they meet the following: ✓ Judged 16 days of EC Gold Competitions or more. ✓ Have worked alongside an EC Jumper Course Designer that is also an FEI certified Jumper Course Designer. ✓ Have worked alongside an EC Jumper Steward that is also an FEI certified Jumper Steward. ✓ Submit to EC one letter of reference for each of the above officials (2 letters in total).
Education	<u>1.a. Shadow Officiating</u> <i>For each competition, a 360 Judge Evaluation Form must be completed and submitted to EC.</i> ➤ Shadow officiate for at least one entire day with one Steward & one Course Designer, at an EC Gold or an FEI Competition for a total of two shadow officiating days (one day with a Steward & one day with CD). ➤ Submit a reference letter from one EC or FEI Competition Organizer, no shadowing required. <u>1.b. Shadow Officiating Minimum Competency Requirements</u> ➤ Average score of 4 – 4.5 or higher on each 360 Judge Evaluation Form. ➤ Recommended for promotion by the above EC Senior Jumper Judges and Officials.



	<u>2. Clinics</u> ➤ Complete the FEI Level 1 Online Jumping Foundation Course. <u>3. Exams</u> ➤ Pass an in-person or online course for Level 1 Jumper Judges.
Maintenance	1. FEI CES assessment every year online and in-person every three years. 2. Participate as an Official at three FEI events within three years. 3. Pay their Official dues and Sport Licence fee on annual basis.
Status Privileges	1. Added to FEI Officials Directory once passed course. 2. Officiate as an FEI Level 1 Jumper Judge. 3. Officiate as a Ground Jury member at an FEI rated show.

Failure to Maintain Status Requirements

Consequences of not maintaining status requirements

1. Failure to pass maintenance exam:

- Must retake a maximum of one time (two attempts in total) and pass exam within three months of maintenance clinic.
- If still not passed after second attempt - judge will have their status put on hold.
- Must retake clinic and pass exam prior to having their status re-instated.

2.a. Failure to remain active without valid reason:

- Status put on hold.
- Must retake clinic and pass exam prior to having their status re-instated.

2.b. Failure to remain active with a valid reason:

- Give notice and allow a one-year extension to fulfill requirements.
- If not active at end of one-year extension *without* a valid reason, put status on hold and require the official to retake clinic and pass exam prior to having their status reinstated.
- Extensions beyond one year, with a valid reason, will be reviewed on a case-by-case basis.

3. For FEI requirements to maintain status please review the FEI education systems at FEI.org.

** "Active" is defined as meeting the minimum officiating requirements, clinic requirements, and paying one's Official and EC Sport Licence fees.*

Accommodations

Accommodations requested by candidates based on equality of access will be evaluated on an individual basis. Please submit any request for accommodation directly to EC.



CLINIC SYLLABI

Recorded Jumper Judge Clinic – 1 day

The learning outcome of this clinic is to understand rules as they are written, the background of rules, and how to efficiently locate them in the rulebooks. As well, participants learn skills such as timing, using cards, and how to walk a course. Finally, foundational communication and conflict management strategies are cultivated. *Clinics will be offered both online and in-person in order to ensure the timely delivery and testing of knowledge regardless of participants' geographic locations and travel restrictions from federal and provincial governments.*

Skills	Learning Topics	Time
Soft Skills	<u>1. Professionalism:</u> ➤ Attire, confidentiality, neutrality, social media, and identifying conflicts of interest. <u>2. Conflict Management:</u> ➤ Interpersonal communication, problem solving, and deescalating conflict. <u>3. Understanding the Spirit of Fair Play, Inclusivity, and Equity.</u> ➤ EC's Code of Conduct and Ethics, Athlete Protection Guidelines, & Abuse Policy.	1 hour
Rules and regulations	<u>1. Roles and Responsibilities:</u> ➤ Judges. ➤ Competition Organizers. ➤ Stewards. ➤ Course designers.	30 min
	<u>2. Reading and Understanding Rules:</u> ➤ How to find and explain rules. ➤ Black, white, and grey areas in the rules. ➤ Types of classes and how to judge them. ➤ Identifying and explaining faults. ➤ Confidentiality in the booth.	1.5 hours
	<u>3. Tools needed for judging and how to use them:</u> ➤ Set up and keep a card and manage multiple cards. ➤ Run a timer, and hand timer. ➤ Create a stagger/leaderboard. ➤ Course plans.	1 hour
	<u>4. Discussion Session:</u> ➤ Curveballs and what to do when the unexpected happens.	1 hour
	<u>5. Practical activity:</u> ➤ Judge a class by video or in-person.	1 hour
Physical demands	<u>1. Typical day</u> ➤ Hours of judging, dressing for the weather, & what to keep in your judge's kit. <u>2. Walking the course</u> ➤ How to walk and measure heights and distances on various footing.	1 hour
Career Path	1. Maintenance requirements for a Recorded Judge. 2. Advancement Requirements (shadowing).	45 min



Senior Jumper Judge Clinic – 1 day

The learning outcome of this clinic builds on the skills learned as a Recorded Judge; participants are expected to know how to apply more complex rules as well as what to do when there is no written rule for a specific situation. Participants already know how to judge and are now learning *how to think* like a judge. *Clinics will be offered both online and in-person in order to ensure the timely delivery and testing of knowledge regardless of participants' geographic locations and travel restrictions from federal and provincial governments.*

Skills	Learning Topics	Time
Soft Skills	<u>1. Professionalism, Conflict Management, and Fair Play</u> ➤ Engaging with a larger team of Officials and Competition Organizers. ➤ Managing yourself and colleagues in a more competitive environment. ➤ Teaching versus punitive attitude.	30 min
Rules and regulations	<u>1. Reading and understanding rules:</u> ➤ Understand where rules come from and why. ➤ Filters to make judgements in no rule scenarios. ➤ Extreme weather. ➤ Water jumps. ➤ Closed obstacles and other naturals. ➤ Decorations, natural obstacles, and jump-offs. ➤ Safety cups. ➤ Was that a fault? How to contextualize and interpret atypical scenarios. ➤ Horse welfare and abuse scenarios. ➤ Cases for elimination, DSQ, fining and yellow cards. ➤ Concussions. ➤ Different types of classes and how to judge them. ➤ Understanding the course, safety, and risk prevention. ➤ Importance of cards and hand-time. ➤ Rules books – importance of staying current.	4 hours
	<u>2. Practical activity:</u> ➤ Rule Case Studies.	2 hours
Physical Demands	<u>1. Typical day</u> ➤ Hours of judging, dressing for the weather, & what to keep in your judge's kit. <u>2. Walking the course</u> ➤ Identifying risks on course. ➤ Identifying places where there could be differences of opinion.	1 hour
Career Path	1. Maintenance requirements for a Senior Judge. 2. Advancement Requirements (shadowing, apprenticing, and judging). 3. How to become a Clinic Facilitator. 4. FEI advancement (online preparation course and exam).	30min



EVALUATION FORM

360 Judge Evaluation Form

This form is to be completed by the evaluating judge and submitted to EC within 10-days of the conclusion of the competition. The candidate is responsible for supplying the blank form to the evaluating judge and the evaluating judge is responsible for its submission to EC.

Candidate Information			
Candidate's name:			
Email:			
Level applying for	Recorded ☐	Senior ☐	FEI Level 1 ☐
Name of evaluating judge:			
Number of competition days observed:			

Competition Information	
Competition Name:	
Competition Date:	
Divisions Judge:	
Location:	

DESCRIPTION

The evaluation will be held over the entire competition and must include divisions applicable to the level of certification that has been applied for. The evaluation will include the following components: course inspection (walking), judging of classes, responsibilities of a judge, competition rules and their application, horse and rider welfare, disposition, and personality.

EVALUATION

All skills are to be evaluated using a Likert scale of 1-5 where a 1 denotes a no skill and 5 denotes exceptional skills. There are comments under each section and an explanation is *required* for any rating of 3 or less. Please see the appendix for further definition of the scale.

Please also be aware that these forms will be shared with the candidate. Your role is to give clear, constructive feedback to the candidate. Ensure that comments are detailed and written clearly because they will be reviewed by the EC Jumper Judge Evaluator prior to the candidate being promoted.



PLEASE EVALUATE THE CANDIDATE ON THE FOLLOWING CRITERIA

1. Understanding of Course Design					
Track of the course, placement of fences along the track, related distances; dimension and type of fence; equipment used to build the fence; effects of terrain and footing; the inter relationship of all the above; options; safety.					
Score:	1 ☐	2 ☐	3 ☐	4 ☐	5 ☐
Comments:					

2. Ability to Judge					
Organization; cards; scoring of faults including disobediences, knockdowns, falls, timing, eliminations, problem solving, grey areas in rules.					
Score:	1 ☐	2 ☐	3 ☐	4 ☐	5 ☐
Comments:					

3. Understanding of Show Jumping Management					
Appropriate and legal area of different officials; organisers and staff; chain of command between officials, organizers, and staff; announcers; timers; stewards.					
Score:	1 ☐	2 ☐	3 ☐	4 ☐	5 ☐
Comments:					

4. Understanding of the Different Types of Classes					
Different types of classes; related course diagrams are complete and correct, preparations for judging; optimum time, accumulator, six bars, relays, immediate jump, 2 phase, winning round, 2 round competition, table c and table a, derbies					
Score:	1 ☐	2 ☐	3 ☐	4 ☐	5 ☐
Comments:					



5. Understanding Rules

Different types of classes; where rules come from; how to handle grey areas; what are the filters that can be applied to make a judgement in a grey area (fairness of sport, intent, welfare), and understands the current EC and FEI rules including the most recent changes, where to locate them, and has a plan to keep up to date with any future changes.

Score:	1 ☐	2 ☐	3 ☐	4 ☐	5 ☐
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Comments:

6. Roles and responsibilities of Jumping Officials

Standard of conduct of officials; relationship between Course Designer, Steward and Judges, “Spirit of the Sport”, integrity, professionalism, risk management, problem solving, conflict management, stress management, and communication under pressure.

Score:	1 ☐	2 ☐	3 ☐	4 ☐	5 ☐
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Comments:

7. Disciplinary Measures – Warning, Yellow cards, Fines

Understands and is able to explain the protest procedure to management and to competitors, when a yellow card or fine is appropriate and why.

Score:	1 ☐	2 ☐	3 ☐	4 ☐	5 ☐
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Comments:

8. Welfare of the horse

Understands and is able to explain to management and to competitors, when welfare of the horse is at risk, when and what horse abuse is and under what situations it is penalized.

Score:	1 ☐	2 ☐	3 ☐	4 ☐	5 ☐
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Comments:



9. Welfare of the rider

Understands and is able to explain to management and to competitors, the helmet requirements, when and where it is OK to receive assistance, understands concussion protocols in the different types of in ring scenarios.

Score:	1 ☐	2 ☐	3 ☐	4 ☐	5 ☐
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Comments:

10. Overall Suitability

Interest in job; organization; ability to express ideas; manner with competitors, other officials and with organizing and competition personnel. Was the candidate overall prepared, professional, & understands the sport well?

Score:	1 ☐	2 ☐	3 ☐	4 ☐	5 ☐
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Comments:



DISPOSITION/ PERSONALITY

PLEASE SELECT ONE OF THE CHOICES IN EACH COMPETENCY

<u>Responsibility</u> <i>willingness to accept and fulfill duties</i>	<u>Initiative</u> <i>willingness to solve a problem</i>
☐ Unreliable ☐ Takes responsibility with instruction ☐ Willing to accept responsibility ☐ Understands and owns role and responsibilities	☐ No drive ☐ Hesitant to try something new ☐ Understands & is competent but needs more confidence ☐ Figures it out, own the task and delivers well

<u>Teamwork</u> <i>willingness to work with and accept input</i>	<u>General Disposition</u> <i>suitability to being a judge</i>
☐ Focused on self only ☐ Reluctantly cooperative ☐ Cooperative ☐ Team focused	☐ Negative ☐ Shy or overly talkative ☐ Pleasant, easy to get along with ☐ Self assured and professional

<u>Critical Habitude</u> <i>Ability to relate to organizers, volunteers, & competitors in a positive manner</i>	<u>Communication Skills</u> <i>Among team of officials, competitors, organizers</i>
☐ Hypercritical ☐ Critical but no insight offered ☐ Sound judgement in affairs and people ☐ Excellent people and problem-solving skills	☐ Poor ☐ Average ☐ Good ☐ Excellent



General Remarks (must complete)

Please make specific comments on the candidate's performance that will confirm your decision either to recommend or not recommend him/her. Do not hesitate to continue on an additional sheet of paper.

PLEASE SELECT ONE OF THE FOLLOWING OPTIONS:

1. The Candidate demonstrates the knowledge and skill required to officiate competently at the appropriate level:

☐ *I recommend this candidate for promotion.*

2. The Candidate has not demonstrated knowledge and skill required to officiate competently at the appropriate level:

☐ *I do not recommend this candidate for promotion at this time.*

Name (print): _____

Signature: _____

Date: _____

A copy of this evaluation, along with any supporting documentation, must be sent to Equestrian Canada by the evaluating judge.

Equestrian Canada - Officials Program
E-mail: officials@equestrian.ca



Appendix

Rating Scale Details

The below scale corresponds with the 360 Judge Evaluation Form and provides examples of the knowledge and skills demonstrated that would earn a 1, 3, or 5. The Candidate is either a 1, 3 or 5; if they are not a 1 but not a 3 or not a 3 or a 5 then the evaluator must pick the in between number either 2 or 4.

1. Understanding of Course Design		
<i>Track of the course, placement of fences along the track, related distances; dimension and type of fence; equipment used to build the fence; effects of terrain and footing; the inter relationship of all the above; options; safety.</i>		
1	Unacceptable	Does not understand how a source is built, how to walk a line or a combination, effects of terrain and footing at all
3	Acceptable	Knows how to walk a line, can read a course map
5	Superior	Spent time working with a course designer or as a rider in order to understand the questions they are asking the rider to solve with a course

2. Ability to Judge		
<i>Organization; cards; scoring of faults including disobediences, knockdowns, falls, timing, eliminations, problem solving, know where to find the definitions of these faults in rule book.</i>		
1	Unacceptable	Does not know the difference between a stop, resistance and run out, how to call a Fault and when. Does not know where to find the rules on faults in book
3	Acceptable	Knows all the faults and how they can be applied
5	Superior	Knows the faults, knows the nuances, and reacts quickly a decisively in subjective areas of the rules

3. Understanding of Show Jumping Management		
<i>Appropriate and legal area of different officials; organisers and staff; chain of command between officials, organizers, and staff; announcers; timers; stewards</i>		
1	Unacceptable	Does not know or appreciate the different roles and how together they make a show function well
3	Acceptable	Knows the roles and responsibilities of all officials involved in a horse show and who presides over what area
5	Superior	Leverages and respects the various perspectives of all officials thus ensuring the show runs smoothly and fairly and is a good team player.



4. Understanding of the different types of classes

Different types of classes; related course diagrams are complete and correct, preparations for judging; optimum time, accumulator, six bars, relays, immediate jump, 2 phase, winning round, 2 round competition, table c and table a, derbies.

1	Unacceptable	Did not open the book before the class and made mistakes
3	Acceptable	Knows the main types of classes and is comfortable with them
5	Superior	Is able to judge any type of class. Has a good process in hand to approach the more unusual classes

5. Understanding Rules

Different types of classes; where rules come from; how to handle grey areas; what are the filters that can be applied to make a judgement in a grey area (fairness of sport, intent, welfare), and understands the current EC and FEI rules including the most recent changes, where to locate them, and has a plan to keep up to date with any future changes.

1	Unacceptable	Does not understand the rules, makes no attempt to read and understand them. Rules are black and white only and does apply context when reaching a decision.
3	Acceptable	Knows the main rules and how to apply them knows where to find them if required
5	Superior	Is able to apply the intent of rules in subjective/ grey areas of the book when there is no direct rule. Candidate has well developed criteria to arrive at their judgement and is confident in making and explaining those decisions.

6. Roles and Responsibilities of Jumping Officials

Standard of conduct of officials; relationship between Course Designer, Steward and Judges, “Spirit of the Sport”, integrity, professionalism, risk management, problem solving, conflict management.

1	Unacceptable	Does not understand the breadth of responsibility that a judge encompasses
3	Acceptable	Is professional, has integrity, can solve a problem, does not exacerbate conflict
5	Superior	Holds themselves to a high standard of professionalism, is always early and prepared, able to handle any challenge presented to manage risk, solve the problem, and deescalate conflict before it reaches that stage

7. Disciplinary Measures – Warning, Yellow cards, Fines

Understands and is able to explain the protest procedure to management and to competitors, when a yellow card or fine is appropriate and why.

1	Unacceptable	Did not know these even existed
3	Acceptable	Knows how to use a warning, fine, a yellow card
5	Superior	Knows the legal system and how it can be leveraged to encourage fair and respectful sport.



8. Welfare of the Horse

Understands and is able to explain to management and to competitors, when welfare of the horse is at risk, when and what horse abuse is and under what situations it is penalized.

1	Unacceptable	Thinks excessive spur and whip usage is OK
3	Acceptable	Knows the rules, and what constitutes abuse and the consequences to the rider and how to explain it in such a way that the behaviour is discouraged in the future
5	Superior	Knows the rules, and what constitutes abuse and the consequences to the rider but is able to get in front of the issues and prevents the event from happening.

9. Welfare of the Rider

Understands and is able to explain to management and to competitors, the helmet requirements, when and where it is OK to receive assistance, understands concussion protocols in the different types of in ring scenarios.

1	Unacceptable	Does not know the concussion protocol
3	Acceptable	Knows the concussion protocol, the definition of authorized assistance and how to apply it
5	Superior	Knows all instances where the concussion protocol comes into play, inside, outside or on the grounds of a show and its impact on results.

10. Overall Suitability

Interest in job; organization; ability to express ideas; manner with competitors, other officials and with organizing and competition personnel. Was the candidate overall prepared, professional, & understands the sport well?

1	Unacceptable	Disorganized, not really interested in becoming a judge to further fair sport, does not deal with competitors or officials respectfully
3	Acceptable	Interested in the job, organized and is OK working with other officials
5	Superior	Loves the sport, wants to play their part to foster fair sport, works really well with others and actively contributes to the process of judging.



Canada