

# Area Judge Hiring Guidelines

## **The judge to be hired:**

- 1) Is not a director in the conference to be judged, unless the director's band did not advance to Area – 1112(a)(8)(B)(ii).
- 2) Resides outside the Area, unless there is no involvement with public school music programs in the Area of residence and there is no other real or perceived conflict of interest – 1112(a)(5).
- 3) Currently teaches band or is a former band director – 1112(a)(6).
- 4) Has a formal college, university, or conservatory education in music – 1112(a)(7).
- 5) Is not a supervisor/fine arts director in a district that has bands in the same conference to be judged – 1112(a)(8)(B)(ii).
- 6) Is not a junior high/middle school director at a school that feeds a high school in the same conference to be judged – 1112(a)(8)(B)(ii) and 1112(a)(5).
- 7) Is not currently serving as a consultant/clinician with any of the competing schools or their feeder programs – 1112(a)(8)(A). And, to avoid a conflict of interest –1112(a)(11) – please consider allowing two years to elapse before hiring the judge. For example, if you are hiring a judge for Fall of 2014, check to see that he/she has not served in this role in the 2011-2012 or 2012-2013 years – extending the same guideline as under *Return Engagement* – 1112(a)(10) and *Prior Employment* 1112(a)(9).
- 8) Has not been employed as a band director in the Area during the two school years prior to the contest – 1112(a)(9).
- 9) Did not serve as a judge at this most recent Area Contest in this conference – 1112(a)(10).
- 10) Is not related to a director or student in any of the bands to be judged – 1112(a)(11).

## **The judge and hiring secretary:**

- 1) Know of no other real or perceived conflicts of interest – 1112(a)(11).

**In addition, the hiring secretary will:**

- 1) Budget permitting, make an effort to **hire judges from at least three Areas**, Representing different parts of the state. For example, although some of our larger cities have several Areas that are in close proximity, hiring judges from the same metropolitan location can create unknown conflicts of interest. And, in my opinion, hiring judges from other parts of the state allows for the sharing of ideas across a larger scope of perspectives, increasing the potential for professional growth for everyone involved – students, directors, judges, and contest organizers.
- 2) Make an effort to assemble Area Judge panels that have **balanced representation of judges who are currently employed as a band director or music administrator with those who are retired or currently inactive as a music educator**. Area Judge panels comprised exclusively of retirees is discouraged.
- 3) Have a system in place to **allow directors to provide judge recommendations**.
- 4) If any **real or perceived conflicts of interest** arise prior to the contest, contact the State Office for assistance with facilitating a judge swap.
- 5) Make an effort to **share judge lists** with other secretaries.
- 6) **Keep the State Office informed** regarding any issues that arise and seek input, when needed.
- 7) **Submit the final list of judges to the State Director of Music** for approval as early as possible.
- 8) As part of the contract, have each judge sign the **Area Judge Acknowledgement Form** when hired.