

Rhythmic Junior Olympic Program: Judging Course Instructor Guide

HOST RESPONSIBILITIES

COURSE ORGANIZATION

The Regional Chair may organize a course for the Region. A potential host club may submit a course proposal and Instructor request to the Regional Chair who will approve the Course. In both cases the Regional Chair will contract the Instructor.

The course instructor is officially contracted when she has received the following items from Host organization:

- 1) The Judging Course Application Form SIGNED by the Regional Chair and a signed copy returned to the Regional Chair.
- 2) The Judges Course Contract form with all pertinent information. A signed copy must be return to the Regional Chair within a week after receiving contract.

Emergencies such as extreme illness, unexpected car problems, snow storms, etc. cannot be helped, but the course instructor must do everything possible to avoid a last minute cancellation.

HIRING THE INSTRUCTOR

An instructor will be chosen from the following list:

- Junior Olympic Technical Committee Members
- Zone Technical Representatives (Rhythmic Administrative Committee)

COURSE FORMAT:

Level 3-5 Compulsory Course

Length of Instruction: approximately 6 hours

Examination: approximately 2 hours

Level 6-8 Optional Course

Length of Instruction: approximately 6 hours

Examinations: approximately 2 hours

ORGANIZING THE EVENT

The following facilities and materials must be provided by the Organizer

1. An adequately lighted room with tables and chairs
2. LCD projector, blank wall or screen for projection
3. Black board/White board and/or flip chart

REGISTRATION

The Regional Chair will collect all course and test registration fees in advance. A fee of up to \$25.00 may be charged for late registrations. Late registration for a TEST is \$25.00. The course instructor must be notified of the name of the registrant and the levels of tests required at least 4 days prior to the date of the first judging course and be notified immediately of any late registrants. All registration fees are non-refundable, unless the whole event is canceled. The Regional Chair will notify the instructor regarding number of participants and any late registrations.

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COURSE INSTRUCTOR FEES

Level 3-5 Course (including Course, Test, Grading, and photocopies) - \$265.00

Level 6-8 Course (including Course, Test, Grading, and photocopies) - \$265.00

Update Courses/Re-tests (including photocopies) - \$90 each

* Expenses for travel, meals and lodging will be reimbursed according to the USA Gymnastics Judge's Expense forms. In the event that there are not enough participants to cover the cost of the course, the host Region will be responsible for the remaining expenses and Instructor fees.

INSTRUCTOR RESPONSIBILITIES

COMMUNICATION

After the Instructor has signed the contract with the Regional Chair, she is responsible for communicating directly with the Course Organizers in preparation for the Course.

COURSE MATERIALS

The course materials are the property of USA Gymnastics and may be used only by officially-designated course instructors. They may not be duplicated or shared. Instructors are responsible for making all needed copies in advance of the course. Written materials are to be copied only by the instructor.

Compulsory:

- Level 3-5 Presentation
- Level 3-5 Score form copies for practice during course (bring extra copies)
- Compulsory dvd
- Written Exam copies
- Practical exam dvd

Optional:

- Level 6-8 Presentation
- Score form copies for practice during course (bring extra copies)
- Written Exam copies
- Practical exam dvd

TESTING POLICIES

Prior to the exam, the instructor will collect all practice score forms used during the Course and discard them so they cannot be transmitted.

Tests must be distributed and collected solely by the certified Instructor and the results of the test be submitted to the Judge's Representative.

TEST ADMINISTRATION

Examinees must go to the rest rooms, etc. before starting the test. Once the test is started, the examinees may not leave the room.

All books, cell phones etc. must be placed out of sight on the floor or in the back of the room, etc. No papers of any kind are permitted on the desks or near it. Examinees must write on the back of the test papers.

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Instruct the examinees to:

- 1) Answer as many questions as they can. It is better to guess at an answer, as an answer left blank is automatically wrong.
- 2) One answer per question.
- 3) Each routine will be show twice. 30 seconds between each routine is allowed.

SCORE CALCULATION

Written test: 50 questions (multiple choice): approximately 1 hour and 20 minutes

Practical test: 10 execution routines (2 for each apparatus): approximately 40 minutes.

Minimum percentage for passing Levels 3-5 and 6-8 is 80%.

The score is calculated by averaging the written score with the practice score

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JUDGING COURSE APPLICATION

HOST REGION _____

LOC - ADDRESS _____

CONTACT PERSON (S) _____

PHONE: _____

E-MAIL _____

JUDGING COURSE DATE (S) REQUESTED _____

NAME OF EVENT _____

COURSE LOCATION _____

Course Level	Instructor Fees
Level 3-5	\$265
Level 6-8	\$265
Update Course	\$90
Re-test	\$90

Materials available for the course:

LCD projector/screen _____ Blackboard/white board _____ Easel _____

The host Region of this event understands that it will assume responsibility for all expenses and liabilities related to this event

AUTHORIZED SIGNATURE of Regional Chair DATE

USAG membership #: _____ Safety Cert expires: _____

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JUDGING COURSE CONTRACT

NAME OF JUDGING COURSE EVENT _____

HOST ORGANIZATION _____

JUDGING COURSE DATE (S) _____

INSTRUCTOR: _____
(JOTC member, Zone Technical Rep)

USA Membership # _____ Cell: _____

Email: _____

TRAVEL ARRANGEMENTS

_____ flight _____ driving _____ other

Host Organization must arrange flight _____
contact the Host Organization if course instructor prefers to arrange own flight _____

LODGING

Hotel, address & phone number _____

(Expenses for travel, meals and lodging will be reimbursed according to the USA Gymnastics rhythmic judge's competition expense form)

Person/Phone number (s) for contacts on the day of travel to the hotel or event

Phone: _____ contact _____

Cell phone _____ contact _____

* The Region understands that it must absorb all expenses in the event that an unexpected circumstance causes the judging course instructor to cancel this arrangement. It is recommended that a substitute instructor or plan be pre-arranged by the host organization in case of an emergency.

Authorized Signature of the Regional Chair

Date

Contract was sent to course instructor (name): _____ Date: _____

I confirm I am available for the above stated event.

Signature of Judging Course Instructor