



DISTRICT CONTESTS: SEASON 57
MODULE HOST GUIDELINES

THANK YOU!

On behalf of NZ Young Farmers and the committees of the FMG Young Farmer of the Year, thank you for lending us your time and expertise to be a module judge at the upcoming District Contest.

The Contest is a testament to NZ's rural communities

This document outlines how to develop and judge a module for the Contest.

CONTESTANTS

The FMG Young Farmer of the Year contest is open to all current NZYF Members and is free to enter. Entries are capped at 30 people.

Each contestant will go through your module once only. There will be varying levels of knowledge and competency, but please ensure that you're giving each contestant the same opportunity to demonstrate their abilities. Some contestants are there to learn while others are there to give it their best shot at making it all the way to Grand Final.

MODULE DEVELOPMENT

Work with the committee to develop the module that you'll bring to the contest. This should be relevant to today's food and fibre sector. Take into account –

- Scores are out of 20 points
- Each contestant has a 15 minute time slot
- There's no travel time allocated – the end of one time slot is the immediate start of the next

It's incredibly helpful for the committee if you supply as much equipment for the module as possible.

The Health and Safety at Work Act 2015 outlines that we as an organisation must take all practicable steps to ensure everyone's safety, this includes in all modules. Your module must be safe for anyone to complete, and module hosts must be competent in ensuring safe practices are being used.

Points should be allocated for correct health and safety techniques/industry standards, and all contestants and module hosts must wear appropriate PPE. You have the authority to intervene if a contestant is completing a module in an unsafe manner. Furthermore, modules are strictly off limits to anyone other than contestants during the competition.

All module hosts must complete the health and safety induction prior to arriving on site.

Please let your committee know if there's any specific hazards in your module that we should know about.

SCORING BASICS

Each module is a total of 20 points. If your module challenge has three parts to it, break down the points accordingly. E.g. -

Part 1 = 5 points, Part 2 = 10 points and Part 3 = 5 points

You'll be supplied with scoresheets on the day to write down all scores. These will be collected throughout the day to be added up. Please complete a scoresheet for every contestants – even if they score a 0. This lets us know that we're not missing any scores. We ask that you also mark down all scores on a master scoresheet, and taking photos on them is helpful too.

It's crucial that you write clearly – particularly with contestants with similar names.

Scoring is completely confidential. Please do not discuss scoring with anyone other than NZYF staff or the convenor. Please also don't give scoresheets to anyone to collect other than the person designated on the day.

Some contestants will simply want to "have a go" as a learning experience. Please give them a 0 on their scoresheet and walk them through the module.

Please make sure your scores reflect the amount of help given to a contestant.



Contestant:	
Module:	
Date:	

Task	Comments	Available Points	Points Awarded
Points	/20		

Judges Signature	
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Example of scoresheets below (subject to change). It's helpful to also take photos of scoresheets.

ON THE DAY

There will be a briefing for all module judges at the start of the day to run through the day, go over health & safety and scoring, and give you a chance to ask any questions. The committee will let you know what time this briefing is – please come early enough to have your module completely set up before the briefing.

After contestants have been briefed, there will be a horn to signify the start of the contest. This horn will go off every 15 minutes which is the signal for contestants to move to the next module.

Come prepared for all weather conditions – too often we've seen 4 seasons in a day!

The timeline of the day will depend on the number of entries. The committee will let you know how long the day will be closer to the time.

Once all contestants have completed the modules, there'll be a chance for you to run through your module and explain what you were looking for.

BEING A MODULE JUDGE

As a module judge, your input plays a large role in which contestants qualify for the next round, so it's crucial that your judging is fair and consistent. Below are the most important aspects of being a –

- Be consistent with each contestant so that they get the same length of time for your challenge, the same instructions, same equipment etc.
- Strictly 15 minutes per contestant
- If there is equipment failure or a situation arises that is not caused by the contestant, take a note of the situation and discuss the problem with the district convenor and NZYF staff. In addition, establish whether the situation adversely affected the contestant and if compensation of marks is appropriate.

Please ensure you do not discuss any points or scoring with any of the contestants. At the end of the day if a contestant asks you for some pointers on what they could do better than you can offer constructive tips but do not disclose how they did. However, in the initial briefing you can inform the contestant of what they will be scored on as such as H&S, quality, etc. We just ask that you do not disclose any specific tasks that could impact their score.

SIGNAGE

You're welcome to promote your business at the event with signs, flags, marquees and give aways inside your module space and nothing larger than a farm gate in general.