



## **2024 Judges Role Description and Selection Process**

<b>Role Title</b>	Communities in Bloom National Judge
<b>Location</b>	All Canadian Provinces
<b>Main Contact</b>	Communities in Bloom Program Specialist
<b>Senior Contact</b>	Communities in Bloom Executive Director

### **1. Main Purpose of the Role**

***To encourage and recognize the achievements of communities participating in the Communities in Bloom National competitions, the highest level in Canada's largest community enhancement campaign.***

Participation in the program has a major positive impact on the villages, towns and cities and significantly contributes to the quality of life of residents, workers and visitors and their surrounding environment.

### **2. Main Activities**

***To assess communities across Canada during the judging period, evaluating their progress in the activities listed in the Communities in Bloom criteria.***

To provide advice and feedback on how entries can improve upon their existing community enhancement campaign and activities.

To work with the CiB Team to ensure that communities have a positive and fulfilling experience throughout their time as a national competitor.

To act as an ambassador for both CiB, and the Communities in Bloom campaign.

Please note this role covers the whole of Canada. If you are interested in being involved with CiB judging within your own Province, please contact your local CiB Team directly. Full contact details can be found here: <https://www.communitiesinbloom.ca/contact-us/>

### **3. Expected Qualities of a Judge**

Judges must have a good general knowledge of the Communities in Bloom program. Judges are not expected to know absolutely everything about the program but must be comfortable talking about the six judging criteria and the evaluation grid.

The basis for the selection of judges, set out below, is determined by the Board of Directors which may, from time to time, add or amend the selection criteria when the exigency of the program demands it.



#### 4. National Judge Selection

Selecting the right person for this very public position is conducted using a thorough vetting process. Short-listing is done following assessment of written applications and resumes submitted by potential applicants, including signed Judges' Agreements agreeing to the Terms and Conditions of being a judge and a representative of Communities in Bloom. Short-listed applicants may then be asked to participate in a video conference call with representatives of the CiB Administrative Team and the Chair of the Judging Committee. Successful applicants will then be inducted on to the National Judging Roster.

In general, judges are expected to:

- Recognise that within CiB the **“communities always come first”**.
- Have a keen awareness of environmental issues and initiatives.
- Understand the importance of heritage and cultural preservation.
- Have a good sense of aesthetic values, including colour, harmony, and proportion.
- Have an ability to be impartial and consistent in their evaluation of communities.
- Be respectful, diplomatic, and tactful when dealing with community representatives.
- Be prepared to make sacrifices or encounter personal inconveniences in an endeavour to complete a judging tour.
- Be cognizant of their role in representing and promoting the program.
- Keep the results of the evaluation tour confidential.
- Be prepared to help with projects and evaluations outside of the standard judging program.

To be more specific, when considering applications for National Judges, applicants will also need to demonstrate they have the following:

- A good working knowledge and understanding of the program criteria.
- Attained suitable education and/or professional background or experience in one or more of the judging criteria:
  - Community Appearance
  - Environmental Action
  - Plant and Floral Displays
  - Tree Management
  - Landscape
  - Heritage Conservation

*(All criteria include Community Involvement elements, and the applicant must have a knowledge and understanding of Community Development and Engagement.)*

- A knowledge and passion about CiB and or be a proven ambassador of the program.
- The necessary analytical skills for assessing and evaluating a community using the judging criteria and have the relevant knowledge to make practical recommendations.
- An ability to prioritize, follow instructions, and meet deadlines.



- Excellent, proven, written communications skills and ability to write official public reports that will be shared with the municipality, and local government and community representatives.
- A comfortable working knowledge of Microsoft Word and Excel and have access to a computer/laptop for use before and during the tour.
- Excellent interpersonal, social, and verbal communication skills plus the ability to reach consensus within a team.
- Being comfortable speaking publicly with municipal representatives, community groups, and giving media interviews
- Being a team player with the ability to multi-task and share workloads with CiB partners and other volunteers.
- Previous volunteering experience

Upon successful appointment the first year of the role will be a training year, following which the term of office will be five years. This term can be extended at the discretion of the Board.

The Board reserves the right to end the judge's term of office if it is felt that any of the above Selection Criteria have not been fulfilled on the part of the judge within their training year or their term of office.

## 5. International Challenge Judge Selection

***The Communities in Bloom program also includes an extended category within its portfolio - the International Challenge. This is a high profile 'Best of the Best' competition which demands the highest calibre of judge and representation by CiB. It places CiB and its representatives, the judges, on a world stage and CiB will be under international scrutiny, therefore, the selection of the right and most appropriate judges is vital.***

To that end judges for the International Challenge category will have met all the National Judge's criteria but will also have demonstrated excellence in their own judging performance. Judges may be recruited from the panel of National judges and/or from international partner countries equivalent programs and must possess at **least two of the following credentials:**

- Represented their own National in Bloom program.
- Have an in-depth knowledge of the CiB program criteria or equivalent.
  - Be a specialist in at least one criteria category.
- Hold a position of national standing within their own field of expertise.
- Member of recognised organisation related to an element of the judging criteria.



## 6. National and International Judge's Travel and Time Commitments

The National Judge's role will require travel across Canada to participating communities by land, sea, or air, and in the case of the International Challenge Judges to other areas of the world will likely include extended stays away from home on an annual basis and will usually include:

- Travel for two to three weeks from the start of the judging tour, staying away from home for the duration of the tour.
- Attendance at three or four virtual meetings per year and one in person meeting at the Annual CiB Symposium and Awards Ceremonies.

## 7. What CiB will provide

- CiB will cover all volunteer expenses relating to the role, including travel and accommodation for judging, meetings, and events, in line with the CiB Judges Guide.
- During your first year as a trainee judge you will be assigned a mentor, provide virtual assistance and training.

## 8. Recruitment Process

- Applications can be made at any time but the process of short-listing for this role will take place in late January.
- Following this, video interviews will take place during February.
- Notification of the selection process outcome will be made in March/April.

## 9. How to apply?

If you are interested in applying for this role, please complete the application form which can be accessed by following this link:

<https://survey.alchemer.com/s3/7260789/2024-Judges-Application-and-Agreement-Form>

If you have any questions, please contact the CiB Program Specialist at [bloom@cib-cef.com](mailto:bloom@cib-cef.com)