



STEWARD PRACTICAL ASSESSMENT

Trainee Steward Name:

DogsWest Membership Number:

Email:

Name of Assessor:

Date of Assessment:

Officiate at the: Championship Show Open Show Gate Ring

Club/Working party where assessment is conducted:

Group:

No of Dogs (as per catalogue):

ASSESSMENT CRITERIA

Did the trainee steward confirm with Chief Steward they had arrived a minimum of 30 mins prior to event starting	Yes	No	
Was the trainee steward dressed appropriately	Excellent	Satisfactory	Unsatisfactory
Did the trainee steward call exhibits and announce each class audible voice	Excellent	Satisfactory	Unsatisfactory
Did the trainee steward show respect to the judge	Excellent	Satisfactory	Unsatisfactory
Did the trainee steward show respect to the exhibitors	Excellent	Satisfactory	Unsatisfactory
Did the trainee steward carry out their duties without distraction from exhibitors	Excellent	Satisfactory	Unsatisfactory
Was the paperwork completed to the satisfaction of the office staff (legible, error free and signed)	Excellent	Satisfactory	Unsatisfactory
<u>Practical Performance</u>			
Did the trainee have the dogs ready to be judge And the judge was not kept waiting	Excellent	Satisfactory	Unsatisfactory

OVERALL ASSESMENT

competent

not yet competent

The trainee steward has been informed of the assessment Yes No

The trainee steward has been given a copy of the assessment Yes No

Assessor Signature: _____

Trainee Steward Signature: _____

ASSESSMENT FORM TO BE SIGNED BY ASSESSOR AND TRAINEE. ASSESSOR TO SUBMIT ORIGINAL TO DOGSWEST WITHIN 7 DAYS OF ASSESSMENT. TRAINEE TO RECEIVE COPY OF ASSESSMENT WITHIN 7 DAYS OF ASSESSMENT

It is the responsibility of the trainee steward to have the form available when being assessed

	EXCELLENT	SATISFACTORY	UNSATISFACTORY
Dress	Smart and professionally dressed for all situations	Neat and tidy / suitably dressed for stewarding / weather conditions	Untidy and/or unkept / inappropriately dressed for stewarding / weather conditions
Voice Control	Clear and concise / very easy to understand	Clear / easy to listen to/understand	Hard to hear / inaudible to exhibitors / judge
Attitude (Judge)	Confident and professional in approach	Appears confident / pleasant manner / attentive	Unenthusiastic / impolite / inattentive
Attitude (exhibitors)	Well in control of all areas / respect	Courteous / considerate / in control of all areas	Unco-operative / impolite/ aggressive
Concentration	Well in control of all areas	In control of all areas	lacks control of a) Exhibitors b) Assembly area c) Ring area
Paperwork	Work of a high standard / eliminations correct	Correct / neat and legible / minimum of errors	Illegible and incomplete / eliminations are not done / unacceptable frequency of errors
Practical Performance	Classes ready / correct order / in full control of ring/gate and judge not kept waiting	Dogs ready for judge and/or scratching's informed to all concerned /of fuss	Unacceptable frequency of errors / exhibits not ready for judge / dogs not ready in assembly area / lacks control

To be marked as competent in the overall assessment the trainee steward must

- Arrive a minimum of 30 minutes prior to the start of the event and confirm with the Chief Steward they have arrived
- receive 'excellent' and/or 'satisfactory' in all assessment areas
- practical assessment must be conducted at an 'all breeds' or 'full group' show with a minimum of 30 dogs.