

CGDA - Field Trial Chairman Duties

- ___ Collect entries no more than a month in advance of the trial.
- ___ Obtain a co-chair to help with the trial. Good job for newer member.
- ___ Draw brace order with at least one (1) board member present.
- ___ Adjust braces for conflicts and inform each person of their brace time(s).
- ___ Recommend you use Excel spread sheet form provided on web site to record entries.
- ___ Arrange volunteers to judge and plant birds.
- ___ Fill in and post scoreboards. Brace #, handler, dog name, judge (J) and bird planter (BP).
- ___ Fill in all scorecards with date, brace number, handler and dog's name.
- ___ Make sure lunches are ordered.
- ___ Make sure birds are ordered. Call Steve Secor at R & R Gamebirds (970) 219-7223 cell. Order birds the Monday or Tuesday the week of the trial.
- ___ Order water delivery for the fields. Contact Greg Schoonveld, (303) 514-9043 or his wife Christie, (303) 514-1550.
- ___ Make sure awards will be at trial.
- ___ Arrive at Clubhouse at least one (1) hour before the trial scheduled start time.
- ___ Open storage unit and get generator hooked up and ATVs ready. All keys are in trial box.
- ___ Verify fuel for ATVs and generator.
- ___ Verify that radios have fresh batteries prior to trial starting.
- ___ Hang scoreboards in appropriate places.
- ___ Get judges clip boards, scorecards, stop watches and pencils organized.
- ___ Clean and fill drinking water, lemonade and hand wash water containers.
- ___ Set up desk with timers, pens and radios.
- ___ Run the desk and settle disputes (protests).
- ___ Check and verify point totals on scorecards with co-chair before posting on scoreboards!
- ___ Give trial results to club Secretary.
- ___ Entry payments should have been mailed to you. If not be sure payment is made prior to entrant running in trial. Present payments to Treasurer or other board member if Treasurer is not present.
- ___ Be sure trash and dead birds are dumped after trial. Offer leftover live birds for sale.
- ___ Check oil and add to ATVs and generator if necessary.
- ___ Make sure all equipment is put away and clubhouse floor is cleaned after the trial.