

Student/Apprentice Judge Program



**United
Federation of
Doll Clubs
ReAL Services**

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Revised 2011

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Objectives of the Student/Apprentice Judge Program

- To continue to provide for the upholding of the highest standards for judging dolls in all UFDC sanctioned Competitive Exhibits
- To develop qualified individuals available to judge at both Regional and National levels though-out the seventeen regions of UFDC.
- To offer qualified applicants the opportunity to participate in an advanced program on the judging of dolls
- To provide training to qualified applicants regarding UFDC's criteria for judges and judging.
- To encourage participants in their efforts to become qualified judges in their chosen areas of doll study, and in keeping with the goals of UFDC, to advance the understanding of dolls worldwide.

Overview of the Student/Apprentice Program

The UFDC Student/Apprentice Judge Program originated in 1993. It operates under the supervision of the Director of ReAL Services who oversees the program's continual development, design and implementation, and works with the Standard's Committee to certify graduates of the program. The Standards Committee is comprised of the Director of ReAL Services, Judging Program Instructors, National Judging Chairmen and specific National Judging Team leaders.

The Student/Apprentice Judge program is a two-year course. The two years involve training sessions presented at National Conventions, as well as individual research assignments. If student participants successfully meet the requirements outlined in this document, they are registered as UFDC Apprentice Judges upon completion of this course. Their names are published in the UFDC Directory of Judges as available to apprentice judge in their specified area of expertise at Regional Conferences and National Conventions. Apprentice Judges must then complete the outlined certification requirements to become available to participate as a UFDC Judge. Participants in the Student/Apprentice Judge Program need to have a longstanding dedication and commitment to their own individual doll study and have developed specific areas of concentration.

UFDC cannot guarantee that Judges or Apprentice Judges certified by this program will be selected to judge or apprentice judge at Regional Conferences and National Conventions. Judges are selected by UFDC Chairmen of Judges for these Competitive Exhibits. Individuals having a

recognized academic track record through publications, presentations, etc., thereby demonstrating knowledge, are most likely to be selected to judge.

Candidates may apply to enter the Student/Apprentice Program by contacting the UFDC Director of ReAL Services. (Details available on the UFDC web site: ufdc.org) A waiting list may be necessary as a result of having more candidates than the current program can accommodate.

Program Content and Design

UFDC Judges work in their area of expertise. No single judge is expected to be knowledgeable about or able to judge an entire Competitive Exhibit. As future judges, each program participant will select two doll categories as listed in the Competitive Exhibit list. These will become particular areas for study and research. Potential program participants should choose categories of dolls that they collect or to which they have easy hands-on access. It is essential that Student/Apprentice Judges have first hand exposure to as many examples of dolls as possible in order to round out their basic knowledge. The nuances of judging may not be learned from written or spoken words alone.

The content of the Student/Apprentice Judge Program is designed to address the following three areas:

DOLL EXPERTISE: Research projects will be assigned by the program leaders on the doll categories selected for study by each participant. Students will be required to research and prepare in-depth papers or produce similar projects to further develop their research abilities. As participants progress assignments become more advanced. This may include writing articles, presenting programs, seminars, lectures or workshops. The purpose of these assignments is to enable participants to advance their knowledge.

JUDGING EXPERTISE: Classroom sessions will take participants through various exercises leading up to judging dolls. Additional sessions will be held in the National Competitive Exhibits. The level of challenge will increase as the exercises proceed.

JUDGING PROCEDURE, PROTOCOL AND ETIQUETTE: Participants are expected to enter the program with basic doll knowledge and awareness of UFDC procedures after having participated in the Competitive Exhibits by entering dolls, clerking for judges, monitoring competitive exhibits, taking Highlight Tours and clerking the entry and removal of exhibition dolls. It is important to be familiar with these procedures so Students may devote their attention to the judging process. Team captains will be encouraged to bring Students and

Apprentices into all discussion leading up to, but not including, the final decision. While Students and Apprentices are not expected to be totally silent observers of the judging process, they are encouraged to be circumspect about remarks made during judging process, to listen carefully and take note of comments and decisions. They can gain valuable experience in procedure and protocol by continuing to volunteer as monitors or clerks, entering dolls in competition and signing up for Highlight Tours. Participants of the Student/Apprentice Judge Program must be aggressive in their research and study. Each is expected to take the initiative to gain experience.

TRAINING AND DEVELOPMENT CREDITS

Participants in the Student/Apprentice Judge Program need to keep their Instructor up to date on their activities so that credit is given for their work. Academic works produced during the program, whether required or not, should be submitted to Instructors for review and assessment.

If a participant successfully completes the two years of training and development they will be registered as an Apprentice Judge at the conclusion of the second year and may be invited to apprentice judge at Regional Conferences and/or National Conventions. Apprentice Judges are selected and assigned to teams by the UFDC Chairman of Judges.

Application Requirements and Process

Those wishing to participate in the UFDC Student/Apprentice Judge Program need to consider:

- You must be a member of UFDC and you should plan to attend the two consecutive National Conventions that will occur during your time in the program. In addition, it is recommended that you participate in Competitive Exhibits at Regional Conferences.
- You must dedicate the time and effort demanded to complete the research and onsite assignments required each year.
- You must meet the certification requirements following the two-year Student Program in order to become certified in your area of expertise as a UFDC Judge.
- The Student/Apprentice Judge Program may not be for everyone. For those looking for a challenging course of doll study that includes information on how judging is done we recommend other seminars including “Judging in the Antique and/or Modern Competitive Exhibit.” Those seeking help entering dolls in competition should view the

slide program “How to Enter Dolls in a UFDC Competitive Exhibit and Bring Home Ribbons.”

Program Application

To apply for acceptance into the Student/Apprentice Judge Program each applicant must complete the application form and enclose a recent example of research such as published article, research paper or media presentation All pertinent materials are then to be submitted to the pertinent program Instructor (Modern or Antique) C/O United Federation of Doll Clubs, 10900 North Pomona, Kansas City, MO 64153 for evaluation. If there is a waiting list your name will be entered on that. **Applications are to be submitted and reviewed in odd years only.**

The decision on acceptance is made jointly by the UFDC Director of ReAL Services and the pertinent program Instructor. Applicants whose chosen field of study is where there is a shortage of judges will be given priority for acceptance into the program if there is a waiting list. Applicants to the program are screened based on experience and knowledge of dolls in their chosen field, and the quality of their research project. The Program Instructor will notify all applicants of their acceptance status. Leaders of the Program comply with UFDC’s non-discriminatory policy.

Applicants from Previous Programs

If it is necessary for individuals who were Student or Apprentice Judges during a previous program to complete the eight listed requirements for certification those individuals should contact UFDC’s Director of ReAL Services for further information.

Application for Student/Apprentice Judge Program

Name _____ Date _____

Address _____ City _____ State _____ Zip _____

Tel (____) _____ Fax(____) _____ Email _____

Club Affiliation _____ Region _____

Specify area of interest: Antique _____ Modern _____

Specify two categories (i.e. Wood Dolls, German Bisque, Celluloid, Hard Plastic, Celebrity, etc.) from the National Competitive Exhibition category list that you wish to gain experience judging:

Please Answer the Following Questions:

1. How many years have you been collecting and studying dolls?: _____
2. What types of dolls do you collect?: _____
3. What UFDC National Conventions have you attended?: _____
4. What, if any, judging experience have you had in the last five years?:
Event Date Category Chairman of Judges

-
5. List any research projects, publications, presentations, exhibits or museum work that you have completed in the past five years.

-
6. Attach an example of your doll related academic work (i.e. article, media presentation, etc.) Be sure your resources are referenced in either bibliographic or other list form.
 7. Submit this completed application form and your material to the Student/Apprentice Program Instructor (Antique or Modern), c/o UFDC, 10900 North Pomona, Kansas City, MO, 64153. **Deadline:** November 1st of odd numbered years.

Student/Apprentice Judge Program

Year One

Prerequisites:

- Minimum of two years previous participation in National Competitive Exhibits
- Minimum of one year previous experience as a National Convention Clerk or Monitor
- Research project submitted with application*

Developmental Assignments – Prior to Convention #1:

Along with your application materials you must submit an example of your research capabilities such as an article, media presentation, etc.

Each program participant will be expected to refine his/her submitted academic work into a ten-minute program to be presented to and discussed by their program group at the first National Convention.

Participate in the Competitive Exhibit(s) at the National Convention and as many as feasible Regional Conferences throughout the two-year Student/Apprentice Judge Program. Volunteer to work as a clerk at the National Convention and all Regional Conferences attended. Sign up on recommendation of Program Instructor for any judging or competitive exhibit related seminars being offered at National Conventions.

Apprentice Judge Training – On-Site Convention Year One

- Two three hour sessions:
 1. Classroom discussion of academic submissions and other topics
 2. Exercises in identifying key attributes of a doll based on the following UFDC criteria: rarity, condition, originality and age, if applicable.
- Participate as a Clerk in the Competitive Exhibit
- Attend Highlight tours

*See Guidelines for Preparing Written and Media projects.

Guidelines for Preparing Academic Projects

Student Judge Program participants are required to submit three research projects (written papers preferred) during the course of the program. These projects should be of limited scale, not exceeding the equivalent of 20 typescript pages. The process of researching, preparing and submitting these assignments helps develop and demonstrate the most essential attribute of a UFDC Judge – expertise.

Participants may have been away from the classroom for a number of years. These guidelines are offered with the intention of providing a review and simple way to start on an academic project.

Program Instructors and others reviewing your assignments will be looking for the following:

- Accurate and complete information about the dolls in chosen categories or classifications.
- Documentation of and reliable sources for research
- Demonstration that if you become a Judge you will have the continuing motivation and techniques to expand your knowledge for any new category you may be called upon to judge and to remain up to date in current literature in your selected fields. The best Judges have a natural desire to constantly learn more about all dolls; it is devotion, not a chore.

No matter what form a project takes it should be presented in the format of a formal document and include the following or equivalents:

- Cover or title page with title, name of author, and date
- Table of contents, plus list of illustrations and their credits
- Body, including introduction, development, summary and conclusion.
- Notes (foot- and/or end notes)
- References and/or bibliography

Always retain copies of materials submitted to UFDC representatives.

Getting Started

- Define the subject. Write the title or category of doll on a piece of paper and place it where you can revisit. This will help you to separate the facts you require from the overwhelming amount of research material you may assemble.

- Assemble your research material in a convenient location. Materials may include periodical articles; auction catalogues; images in various formats; books; miscellaneous notes such as those taken when interviewing, viewing collections, made during programs, etc. (*A note of caution: Just because something is in print (ink or media) does not guarantee its validity. Primary sources are valued more than secondary ones. Always verify your sources.*)
- Gather all the information you can on your subject.
- Make an outline of the points you wish to cover.
- Add to the outline notes in brief point form.
- Then organize your points into a logical sequence.
- Prepare a preliminary draft. (Hint: Don't worry about how you will proceed. Just get something down. Once you have started the rest will follow.)
- Because these are academic exercises, not entertainment, avoid padding, "fluff" and the use of too many adjectives.
- Review your project to find any spelling or grammatical mistakes; assess it for clarity and form. **The most important thing about your project is the content.** Can you use it to teach other collectors?
- While you should not labor over fine points of English grammar you should be concerned that you have done and are presenting accurate and thorough research. Be concerned that you have spelled proper names of people and places correctly using the most popularly acceptable , but going so far as to include various transliterations for foreign ones.
- Remember to reference all sources, whether an interview or quotation or material drawn from other sources. This may be done in either the foot- or end note section. Foot and end notes are consecutively numbered, bibliographic entries are not. Bibliographic entries are arranged alphabetically. Each is single spaced with a double space between entries.

Correct bibliographic style for books:

Borger, Mona. *China: Dolls for Study and Admiration*. Hayward, CA: A.R. Lithographers, 1983

McGonagle, Dorothy A. *The Dolls of Jules Steiner*. Cumberland, MD: Hobby House Press, Inc., 1988.

For other bibliographic questions see: Chicago Manual of Style web site:
chicagomanualofstyle.org

Student/Apprentice Judge Program

Year Two

Prerequisites:

Satisfactory completion of Student Judge Program Year One

Developmental Assignments – Prior to Convention Two:

Two assignments:

- Research and prepare a project on a subject assigned by the Program Instructor. This project is due to the Instructor by November 15th. A synopsis of this project will be presented to the program group at the second National Convention. It may also be developed into a thirty minute doll study program suitable for presentation at a Club, Regional or National level. If so developed the outline, handouts and feedback must be given to the Program Instructor at the second National Convention.
- The second assignment is to develop a time line identifying significant historical events that affected the doll-making industry, and thus help researchers authenticate dolls.* An understanding of the connection of between aesthetics, history and technology to the production of consumer goods, including dolls, is essential to developing a foundation for judging dolls. Timelines should cover no less than ten years nor more than fifty with older products getting a wider time window and more recent ones getting a briefer window. This second assignment is due to the Instructor no later than May 1st. This assignment will also be discussed with the program group at the second National Convention.

* see Guidelines for Developing a Time Line

Student Judge Training – On Site Convention Year 2

- Participation in two three hour sessions.
 - Classroom discussion of research papers and time line. An informal session where Students present a 10-minute synopsis of their research projects. Copies of all presented materials are to be made available in printed form to all participants including the Instructor.

- Higher level exercises simulating actual judging. While working in classroom judging teams the participant's knowledge will be examined and their evaluations of doll will be challenged, simulating actual judging situations/experiences.
- Participation in Highlight Tours
- Assignment to an actual Competitive Exhibit judging team and involving limited participation.

Guidelines for Developing a Timeline

As a UFDC Apprentice Judge and later as a UFDC Judge you will be regarded as having an advanced understanding of dolls in particular areas. Depending on circumstances you may be called upon to present a program or seminar, write an article or offer an opinion. As someone with advanced knowledge you bear the responsibility of keeping your knowledge up-to-date and of continuing to research in areas unfamiliar to you. The timeline should inform all with a curiosity about dolls, not just those with a specific interest in the dolls fabricated during the period of the timeline.

Politics, economics, technologies, materials, personalities, etc. all impact consumer products. In a timeline points that might be considered:

- How did the Great Depression affect the production of dolls world-wide?
- How did World War II affect the production of dolls world-wide?
- How do celebrities, like the Dionne Quintuplets, impact doll production?
- Is there a reason why molded composition doll heads are superseded by molded china ones?
- Why are rubber dolls associated with the United States in the mid 19th century?
- Why do French bisque dolls supersede German ones in popularity?

Your text should be concise and well supported by visuals whether they be drawings, diagrams, charts, or photographs.

Getting Started:

- Establish the time span to be covered
- Assemble your reference materials and create a file
- Literally using a line plot significant historical incidents and doll industry developments to be used as your outline

- Write a very concise explanation of the connection between each successive item plotted on your time line.
- Compile a set of visual aids to illustrate and support your theory.
- Keep in mind that you will be presenting your timeline in print form to fellow program participants so it should be large enough to be seen easily in a seminar situation.

Apprentice Judge Program

Completion of Year Two

Apprentice Judge Certification

Prerequisites:

- Application prerequisites
- Satisfactory completion of UFDC Student Judge Program Year One
- Satisfactory completion of UFDC Student Judge Program Year Two
- Graduation from UFDC Student Judge Program

Apprentice Judge Training

Program participants who have successfully completed the listed course prerequisites and been certified by the UFDC Standards Committee will be registered as an Apprentice Judge in the UFDC Directory of Judges shortly after the conclusion of the second year of the program. Judging résumés will be prepared for each Apprentice for apprentice judging at Regional Conferences and National Conventions. Apprentice Judges understand that their opportunity to participate in apprentice judging is dependent on the Chairman of Judges, the number of events they attend, and their own development pertaining to doll studies.

Apprentice Judge Résumé:

This document should be created and maintained by the Apprentice Judge to chronicle their participation in judging related activities. It will demonstrate the participant's level of interest, activity, experiences, and continuing education. Any publications, programs presented, special displays or exhibit related activities should be recorded.

Recommended Certification Assignments:

In addition to apprentice judging each individual is advised to continue to participate in competitive exhibits and actively pursue research.

Certification:

Registered Apprentice Judges must meet requirements and obtain endorsements to be certified as an UFDC Judge in their areas of greatest proficiency. The following pages indicate the requirements and endorsements needed. The Apprentice Judge will be responsible for securing endorsements outside of National Conventions.

Requirements for Certification as a UFDC Judge

Requirements for becoming a UFDC Judge are based on the qualifications found within the main body of incumbent judges. UFDC Competitive Exhibit Judges are individuals with advanced understanding of dolls in specific areas. They regularly advance knowledge in the field through a variety of avenues such as publications and programs. The Student/Apprentice Judge Program has been designed to maintain and advance high criteria and provide skilled judges for Regional Conferences and National Conventions. It is understood that UFDC Judge Certification is solely for each person's specified areas of interest.

For certification as a UFDC Judge in specified areas the applicant must:

1. Successfully complete the Student/Apprentice program
2. Demonstrate an advanced knowledge of dolls in at least two categories of the UFDC Competitive Exhibit (i.e. Wooden Dolls, German Bisque, Celluloid, Hard Plastic).
3. Demonstrate an understanding of procedures in the competitive exhibit area and the protocol related to entering dolls in competition, student/apprentice judging and judging.
4. Apprentice Judge at as many as feasible Regional Conference level events as well as at the National Convention level for a minimum of one year within four years of completing the Student/Apprentice Judge program.
5. Demonstrate the ability to follow judging procedures, maintain ethical standards, and work in cooperation with members of a judging team.
6. Abide by the team consensus and/or the decision reached by a second team arranged by the UFDC Chairman of Judges.
7. Obtain on the designated form the signatures and comments of both the Chairman of Judges and Judging Team Captain for judging done at Regional Conferences.
8. Obtain the endorsement of the Program Instructor and the Director of ReAL Services on Judge Registration form

Though the period of apprenticeship may vary from one individual to another, fulfilling these requirements will in all probability lead to certification as a UFDC Judge and a listing in the UFDC Directory of Judges. *Selection of judges for any event is the prerogative of the UFDC Chairman of Judges. The mandate of the Chairman of Judges is to provide the best and fairest possible judging for participants in the competitive exhibit. From time to time the National Chairman of Judges may invite a specialist or guest judge to serve on a judging team. It is understood that these people have unique qualifications in the area they are requested to judge.*

UFDC APPRENTICE JUDGE REGISTRATION

&

JUDGE CERTIFICATION

Name: _____ **UFDC Membership#** _____

Categories of proficiency:

Primary: _____

Secondary: _____

UFDC APPRENTICE JUDGE REGISTRATION

This is to certify that _____ has successfully completed the requirements of the UFDC Student/Apprentice Judge Program and has demonstrated qualifications to serve as an Apprentice Judge at UFDC National Conventions and Regional Conferences.

Name	Position	Date
_____	Judging Program Instructor	_____
_____	Director, ReAL Services	_____

UFDC CERTIFICATION TO JUDGE

This is to certify that _____ has successfully completed the requirements to become a UFDC Judge in their designated field(s) of doll proficiency at UFDC National Conventions and Regional Conferences.

With these recommendations, _____ will be listed in the UFDC Directory of Judges as a fully qualified Judge.

Name	Position	Date
_____	Judging Program Instructor	_____
_____	Director, ReAL Services	_____
_____	UFDC President	_____

UFDC STUDENT/APPRENTICE JUDGE FORM

ASSESSMENT AND EVALUATION

OF

JUDGING PARTICIPATION AT A REGIONAL CONFERENCE

This form is to be used by registered UFDC Apprentice Judges fulfilling requirements for certification as a UFDC Judge and may be copied as needed. Through the Student/Apprentice Judge Program UFDC is striving to standardize and maintain a high quality of judging standards throughout organizational judging opportunities. When judging is complete please take a few moments to review classifications judged by the Apprentice Judge before completing the form. Your assistance and careful consideration of the Judge candidate is greatly appreciated.

Apprentice Judge name _____

Event _____ Date _____

The above named Apprentice Judge demonstrated:

YES NO

- A proficient knowledge of the classification (s)
- An understanding of judging decisions
- A consensus with judging team members
- An understanding of judging procedures
- Observance of judging protocol
- Need for more study

Comments: _____

Name	Position	Date
_____	Judging Team Captain	_____
_____	Judging Team Captain	_____
_____	Director, ReAL Services	_____

Please complete this form and give it to: 1) the UFDC 1st Vice President (Director of ReAL Services), 2) the UFDC President or 3) if neither of these is attending the Regional conference another UFDC Officer.