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6. Duties of Jury Members 2011

1. Jury members shall prepare the entries for their own country for the jury visit in the summer, acting as an advisor or mentor. They will use the “Regulations and Guidelines, as well as their own experience. They would then also be present for the assessment tour, and all other functions on the day of the visit of the international jury.

2. All Jury members who are expected to judge that year, shall attend the jury preparation meeting in Spring, the final deliberation meeting and the award ceremony meetings. If they are not able to be present, it is the jury member’s responsibility to ensure that they are fully informed and updated by their representative of jury members to maximise their effectiveness as a jury member.

3. The jury is managed as a team, and so each jury member must be prepared to contribute to the jury discussions, to maximise the jury effectiveness, and ensure the most accurate marking and allocation of an award. If they cannot be present at the final deliberations it is their responsibility to ensure that their marking and award recommendation is available at the meeting.

4. During the inspection visit, every jury member is expected to keep to time, and to attend all the meetings and presentations arranged, to do their best to hear, understand and mark everything presented.

5. Jury members represent the Jury and their Country. They are not tourists, but are jury members due to their professional background and recognised ability. Jury members dress and behaviour must therefore reflect that role, and act with the dignity that is expected. Whilst judging, mobile phones should be switched to silence mode, and camera’s used with reserve for professional purposes only.

6. At the initial deliberation meeting immediately after the judging of an entrant, the Chair will lead the discussion, and the jury will consider each of the marking criteria separately, including where the criteria fits onto the marking schedule.

7. That at the initial deliberation meeting, the jury will agree both the levels of excellence seen and areas for improvement, for the Chair to advise participants and the press conference if one is called.

8. That at the initial deliberation meeting, other jury members of that nation may attend, but just as observers. The host jury member only to respond to the discussion after each of the criteria is considered.

9. That at the end of each leg, a meeting will be held to further discuss marking and a possible award. Jury members are expected to attend and contribute to that meeting. Recognising that not all jury members attend the final deliberations, every jury member must be prepared to advise their final marks, and their recommendation for the award of Gold, Silver, Bronze, Entente Florale Europe Diploma of Participation.

10. Each nation must provide a written report, of the jury's findings and recommendations for improvement. The jury members of each nation have the responsibility to ensure that this is done. The written report must be presented to the Secretary General within two weeks of the final deliberation, so that it can be included in the Awards Ceremony.