

STAKE MARSHAL (Junior/Senior/Master) – JOB DESCRIPTION

Marshals (Junior/Senior/Master) are the person or persons responsible for keeping a stake at a Hunt Test running smoothly. They make sure the judges and workers' needs are met, as well coordinate the stake activities with the Stake Chair. They also are the point of contact for handlers who have questions for the Judges. All questions regarding the test (including judging disputes) are directed to the Stake Marshal who will then communicate that question to the judges.

Morning of the Test:

Marshals should check in with the Hunt Test Secretary or Hunt Test Chair to pick up the Marshal boxes. Arrive at the test grounds no later than 30 min prior to the stake. The Hunt Test Secretary should have the Marshal Box ready for pick up Saturday morning.

The MARSHAL BOXES should contain:

- Catalogs for handlers, if available (but not one for every entry because the pros and people with multiple dogs only need one)
- Regulations and Guidelines for AKC Hunting Tests for Retrievers
- AKC Guide for Event Committees in Dealing with Misconduct
- Clip board with running order
- Pencils and pencil sharpener
- Erasers
- Dry erase pen for white board
- Dry eraser
- Judge's books/folders
- Magnetic Running Order strips
- White Board for Magnetic Running Order strips
- Radios
- Extra Duck Calls
- White Towels

The Marshal also serves as main radio contact for their particular test and must maintain a radio that is turned on (low volume) to enable other tests stakes to contact them. Radio channels are specific to each stake.

The running order – Marshals are provided with a running order list, which provides the catalog number and name of each dog, along with the handler's name. The list can also be used to keep up with who is at the test site. As the handlers start to show up, ask for their name and place a mark beside it on the list, indicating they are present. The Marshal should also hand out catalogs as the handlers check in. At the Master Test, the Marshall will need to mark the running order list if it is either an amateur or pro handling the dog (if it is not already marked). The Marshall is responsible for ensuring that this is the person who actually does run the dog. In all cases and all stakes, if the



STAKE MARSHAL (Junior/Senior/Master) – JOB DESCRIPTION

person running the dog is not listed in the catalog, please make a written note and confirm with the hunt test secretary.

Keep a clean copy of the running order at the end of the test with scratches and “no shows” separate and clearly marked. This is vital for the Hunt Test Secretary

The Marshal shall make an effort to run dogs in the order they appear in the catalog. Here are some factors that may cause a modification to the running order:

Handlers running multiple dogs – If a handler needs more time between dogs, Marshals will spread them out. However, handlers running multiple dogs **MUST** run them in the sequence they appear in the catalog.

Handlers running in other tests (stakes) – Frequently, handlers will have dogs in more than one test. They are most often professional trainers and may ask if they could be moved up in order to keep from holding things up in the other test(s). The Marshal may opt to insert them when they show up, placing them with as much space between their dogs as they might require.

Miscellaneous reasons – No-shows, late arrivals, scratches, no-bird calls by a judge, fitting in workers such as gunners or others whose duties preclude running in order, two dogs with the same call name placed side-by-side for an honor.

NOTE:

It is not permitted to place a dog ahead of another dog that has been called to the final holding blind. Once a dog has entered that blind, his next step is the line. If at all possible, try not to place a dog in the line-up ahead of any dog that has been called 1) to the line 2) to the blind or 3) to get ready.

The Marshal is responsible for ensuring that every dog entered has run, scratched, or was a “no-show”. Indicate the reason on the running order sheet. The judges should be informed if there is any dog unaccounted for. For an AKC test, the judges may choose to place the handler “on the clock” in which case, the dog/handler team must be called out and an announcement must be made that the dog is “on the clock” and has fifteen (15) minutes to show up to run or be disqualified. Headquarters and all other tests must be contacted with this information. Make note of the time the dog was placed on the clock and the time the dog was recorded as disqualified.

It is important that you work out a system that works best for you enabling you to easily track who has checked in, who is running, who is in the holding blind(s) and who is preparing to hold (get ready). An example of a system is: As dog’s numbers are called to get ready, go to the holding blind(s) or to the line, place a circle around that number. As the dog goes to the line, place a slash “/” mark through the circles. As the dog leaves the line, place an opposing slash through the circle.



STAKE MARSHAL (Junior/Senior/Master) – JOB DESCRIPTION

It is a good idea to announce the order as the test is running. For example – “*Number 4 to the line, Number 5 to the first holding blind, Number 6 to the second holding blind and Number 7 get ready.*” But remember, don’t call a dog to the line until the judges indicate they are ready for that dog and handler.

During the test, some handlers that missed the handler’s meeting will ask the Marshal to describe the test, so be familiar with the sequence of events. These handlers can also observe the test from the gallery by watching a dog or two run.

If any handler has a question about their dog’s performance or a ruling by the judges, they should relay their question through the Marshal, who will ask the judges. The Marshal should tell the handler that judges will respond only at the end of the series.

RADIOS

Marshals are responsible for the safe-keeping of the radios and taking them out to their stake. Radios should be returned to the Marshal Boxes at the end of each day and when the stake has finished.

The Tri-Club radio marked with Green Flagging Tape is to be used by the Marshal. It is set on Channel 1 to allow you to communicate with other Marshals and home base. Please do not change the channel.

The other radios are available for the judges and workers as well as an extra one for the Marshal so that they are able to communicate with the stake judges. These radios are set on a channel that is particular to the stake where it is used. Please do not change these channels. There are also AA batteries in a plastic bag in the Marshal box that you can use if the radios have used up all their charge during the day.

Master Marshals: If your radios need to be recharged at the end of the day, please give them to the Head Marshal for overnight charging.

GALLERY

The Marshal should ensure gallery/spectators remain far enough from the line as not to interfere with the working dog(s) and handler(s), and that nothing is done to distract the dog’s attention from its work, including excessive noise from the gallery. Judges may have a preference where the gallery is located. The Marshal may also be called upon to move or direct traffic so as not to interfere with the test proceedings.

REBIRDING

The Stake chair will usually keep track of re-birding and inform the Marshal when they need to occur. The Marshal should then let the handlers know they will need to wait, and also check with the judges to make sure the re-bird will work for the test sequencing.

The Marshal shall either recruit a volunteer or work with an assigned worker to ensure that birds are bagged appropriately for re-birding gun stations during each series. The



STAKE MARSHAL (Junior/Senior/Master) – JOB DESCRIPTION

Marshal should follow any and all requests made by the judges to have this accomplished.

CALLBACKS

At the end of a series, the judges will prepare a call-back list to determine who passed the first series and qualifies to run the 2nd series, which the Marshal shall read out to handlers. A list will also be provided at the end of the final series which the Marshal shall then turn into the Test Secretary. All callback sheets must be signed by the judges and returned to the Secretary after completion of the test.

TEST DOGS

Test Dog(s) has been secured for your stake. The test dog will serve to demonstrate (to the judges) how the mechanics of the test work. Handlers also watch the test dog to help understand the series. The test dog will also serve as a pick-up dog for your water series and a bye-dog in Master and Senior Stakes where there is an honor.

The assigned test dog will participate in ALL series of the event. (Exceptions may include: test dog is unable to do the test, handler requests to be excused, judges request an alternate test dog.)

Please introduce the test dog and their handler at the beginning of the test. If for some reason you need an alternate test dog, be sure that dog is able to do the test.

LUNCHES

Headquarters will usually contact the Marshal to get a count of lunches needed for the judges and stake workers. If possible and completely at the discretion of the judges, reasonable time for lunch should be allowed.

MISCONDUCT

If there is any example of misconduct (poor sportsmanship, gun safety violation, dog attack, etc.) reported by handlers or by the judges, Marshals shall contact either the Test Chair and/or a test committee member to determine the next course of action.

.....

Please pass this information along to your apprentice or the next person who will fill this position. Current Job Descriptions are posted on the Rainier Hunting Retriever Website: <https://rainierhrc.com/>

