* For the 2021 season, only the following roles will be used for the remote events. If in-person events are approved, this file will be updated to include the applicable roles

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Must read and comply with the FIRST Volunteer Rights & Responsibilities
Judge

Judges for FIRST Robotics Competition select team award recipients through interaction with teams remotely and serve as role models for the students. For the 2021 Season, Judges can volunteer for one or more of the following components:

- Game Design Challenge
- INFINITE RECHARGE at Home
- Innovation Challenge presented by Qualcomm
- Traditional Submitted Awards (Chairman’s Award and FIRST Dean’s List Award)

Apply in the Volunteer Dashboard!

- Judges who are typically interested in technical aspects should apply for Game Design, INFINITE RECHARGE at Home, and/or Innovation Challenge remote events
- Judges who are typically interested in non-technical aspects should apply for Game Design, Innovation Challenge, and/or Traditional Submitted Award remote events

Responsibilities

- Attend a virtual pre-event Judge Training (less than 2 hours)
- Read the Judge Manual
- Respond and comply to email requests from the Judge Advisor
- Interview teams remotely
- Participate on Judge Panel to decide team/student awards recipients and write award scripts
- Judges with a conflict of interest must sign a Conflict of Interest and Disclosure Statement and send to your Judge Advisor

Experience and Skills Needed

- FIRST experience not required
- Must be at least 23 years old at time of service (Exceptions may be granted by FIRST HQ)
- Strong assessment skills
- Strong critical thinking skills
- Strong interpersonal/communication skills
- Ability to work as a member of a team
- Access to a computer with reliable internet is required; Webcams are preferred

Volunteer Time Commitment

- Pre-judging training (less than 2-hour of training video)
- Judging will take place between March & April
- ~ 8 hours of time commitment spread over several days

Note: The events listed in the volunteer dashboard have dates assigned but that does not mean the judging will take place on those dates. Judges will be notified of their assigned role and will be contacted by a Judge Advisor with details. The judging process will be coordinated by a Judge Advisor once all groups are assigned.

Training
Training is provided by FIRST HQ prior to judging. This training will take place via a webinar and will be recorded for those who cannot attend. Judges will be notified of dates once decided. The Judge Handbook will be emailed to Judges prior to fulfilling the role.

**Reporting Relationships and Supervision**

Direct Supervision by the Judge Advisor, Support provided by FIRST HQ, if needed
Judge Advisor (JA)

The Judge Advisor for FIRST Robotics Competition is a key volunteer position. They are responsible for leading the Judge Panel for their assigned group. Judge Advisors do not vote on awards but rather facilitate that process. This position requires a high level of organization and interpersonal skills.

For the 2021 Season, Judge Advisors can volunteer for one or more of the following components:

- Game Design Challenge
- INFINITE RECHARGE at Home
- Innovation Challenge presented by Qualcomm
- Traditional Submitted Awards (Chairman’s Award and FIRST Dean’s List Award)

Responsibilities

- Participate in all required Judge Advisor training provided by FIRST HQ, including conference calls and webinars and reading the Judge manual yearly
- Leading the Judge Panel remotely
- Coordinating interviews with Judges and teams.
- Facilitating award decisions & clarifying award guidelines and ensuring the overall consistency of the awards process in accordance with FIRST policy and guidelines
- Opportunity to cultivate support for FIRST programs
- Must communicate with their group of Judges.
- Judge Advisors may be asked to recruit or help recruit Judges.
- Must pass the JA Certification prior to the start of events
- Judges with a conflict of interest must sign a Conflict of Interest and Disclosure Statement and send to FIRST HQ

Experience and Skills Needed

- Minimum of 3 years as a Judge at an FRC event (Exceptions may be granted by FIRST HQ)
- Must be at least 26 years old at time of service (Exceptions may be granted by FIRST HQ)
- Understand the FIRST mission
- Excellent organizational and communication skills required
- Strong assessment skills
- Strong critical thinking skills
- Strong interpersonal/communication skills
- Ability to work as a member of a team
- Access to a computer with reliable internet is required; Webcams are preferred

Volunteer Time Commitment

- Judge Advisor Training which includes conference calls, reviewing Judge Manual
- Judging will take place between March & April
- Coordination of judging with Judges & Teams
- ~ 16 hours of time commitment spread over several days

Note: The events listed in the volunteer dashboard have dates assigned but that does not mean the judging will take place on those dates. Judge Advisors will be notified of their assigned role and will be contacted by HQ for details.

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Must read and comply with the FIRST Volunteer Rights & Responsibilities
Training
Pre-event training by Chief Judge Advisors and FIRST HQ, conference calls and email blasts beginning in January.

Reporting Relationships and Supervision
Judge Advisors report to FIRST HQ and Chief Judge Advisors. Judge Advisors may work closely with PDPs and other Judge Advisors.
Volunteer Coordinator (VC)

The Volunteer Coordinator (VC) for FIRST Robotics Competition is a key volunteer position. Volunteer Coordinators, working with the Regional Director and/or Planning Committee, are responsible for recruiting, assigning, and managing volunteers at their assigned FIRST event. As a leadership volunteer position, there is a significant level of responsibility.

The Volunteer Coordinator is nominated by the Event Planning Committee, then is reviewed by the senior volunteer coordinator in a district/territory and submitted to the Regional Director. The Regional Director submits the nomination of this individual to FIRST. Every individual nominated to be a Volunteer Coordinator must be reviewed and approved by FIRST HQ. Once approved the candidate will be contacted and assigned by FIRST HQ.

As a Volunteer Coordinator you agree to serve a role model for other volunteers by adhering to FIRST standards and following FIRST direction as noted in the policies and statements below:

- FIRST Privacy Policy
- FIRST Youth Protection Policies
- FIRST Code of Conduct for Program Activities
- FIRST Core Values
- FIRST Mission and Vision

Responsibilities

- Complete FIRST’s data Privacy and Protection Training and Youth Protection Screening.
- Recruit volunteers to help in preparation for and execution of the challenges and submitted awards by the deadlines set by FIRST.
- Maintain on-going communication with your volunteer community.
- Participate in all required Volunteer Coordinator calls.
- Read and review the files posted in the Volunteer Coordinator Schoology page.
- Attend Regional or District Planning Committee Meetings (if applicable).
- Help volunteers in the FIRST Volunteer Management System by the deadline set by FIRST. Work with FIRST to resolve all registration issues.
- Coordinate with your Judge Advisor (JA) regarding recruiting and assigning volunteers. This may include: reaching out to volunteers, assigning volunteers, etc.
- Maintain confidentiality of volunteer personal information in compliance with the FIRST Privacy Policy and User Agreement.
- Communicate with all volunteers (assigned and unassigned) pre-challenge period, during the challenge period, and post-challenge period.
- Create and distribute volunteer orientation material.
- Communicate with the Event and/or Regional Director about volunteer staffing concerns and/or issues.
- Seek feedback from Program Delivery Partners (PDP), Planning Committees and VC’s when needed.

Experience and Skills Needed

- Prior experience as a FIRST volunteer is preferred, but not required
- Must be at least 23 years of age at time of service (exceptions may be granted by FIRST)
- Understand and be able to publicly represent the FIRST mission
- Strong interpersonal and communication skills (written and oral)

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Must read and comply with the FIRST Volunteer Rights & Responsibilities
- Proficient use of technology - email, navigation of websites, online forms, spreadsheets
- Ability to evaluate, assess, manage, and supervise others
- Ability to collaborate with others; work as a member of a team
- Attention to detail
- Physically active role, not sedentary

Volunteer Time Commitment

- Volunteer Coordinator Training which includes conference calls and reviewing VC materials
- Volunteer Recruitment and engagement will take place between January & April
- Coordinating with Program Delivery Partners & Judge Advisors

Note: Event schedules vary. Please check the event schedule and talk to your Regional Director for detailed information on when you are expected to arrive.

Training

Training occurs throughout the year from FIRST HQ. Training will be provided via regularly scheduled conference calls, email blasts, webinars, and written material.

Reporting Relationships and Supervision

Volunteer Coordinators will report directly to FIRST HQ and their Regional Director or Planning Committee. Support will be provided by FIRST HQ, the Regional Director, and the Planning Committee.