

# ORAL PRESENTATION JUDGE



**NCF-ENVIROTHON  
ALBERTA 2025**

## VOLUNTEER ROLE DESCRIPTION

### POSITION: ORAL PRESENTATION JUDGE (PRELIMINARY ROUND)

**Date:** Friday July 25

**Location:** Mount Royal University

#### Timeline:

Friday July 25

7:00am to 7:45am – Volunteer Check-In  
(ED1120 Atelier Room, TCPA/ED Building)

7:45am to 8:00am – Move to Judging Rooms  
(EC and EB Buildings)

8:45am to 12:45pm – Judge Team Oral  
Presentations

#### Orientation/Training Options:

- \* **Virtual:** Tuesday July 22 6pm to 7pm
- \* **In-Person:** Thursday July 24 from 2pm to 3pm, or 8pm to 9pm  
(1115 Jenkins Theatre, Main LP Building)

#### Time Commitment:

Half-day commitment on Friday plus one hour training session (one of the options above)

#### Goal of the Position:

Judges evaluate each team's oral presentation using the provided rubric. Criteria include the quality of the presentation, the team's understanding and application of data relevant to the issues of the resource topic, the overall team participation in the presentation, and effectively presenting in the allotted time.

#### Presentation Timing:

- \* 45 minutes per team presentation:
- \* **5-minute Set-up:** Timekeeper helps each team set up their presentation. The CAT Host opens the session, asking teams to begin their presentation.
- \* **20-minute Presentation:** Team members have 20 minutes to make their presentation. Timekeepers keep time and provide the team 5-minute, 2-minute and 1-minute warnings.
- \* **10-minute Q&A:** 10 minutes for questions from the judges. Timekeeper keeps time.
- \* **10-minute Scoring/Break:** After the team leaves the classroom, there are 10 minutes for you to finish scoring, grab a snack, take a short break, and get ready for the next presentation.
- \* There is a scheduled 10-minute break after the second rotation of presentations.

#### Judge Duties:

- \* Attend an oral presentation volunteer orientation session (virtual or in-person)
- \* Have a clear understanding of what's expected for judging each team.
- \* Review and become familiar with the scenario once it is provided.
- \* Give each team your full attention; Turn off cell phones during presentations and question period.
- \* Be encouraging and respectful.
- \* Trust your own best judgment.





- \* If a team offers to shake your hand, accept it with respect but do not consider this as part of their presentation. Teams are not to be rewarded or penalized for shaking hands.
- \* Share the role of asking questions during the question period (Ideally, every judge asks a question of every team). Introduce yourself to the team before your first question.
- \* Relay any concerns to a Competition Advisory Team (CAT) member.

#### Note:

- \* Adjustments are acceptable for the first two presentations. After that, the scoresheets need to be turned in after each presentation.
- \* To avoid falling behind, use the time in between presentations to finish scoring/reviewing.
- \* Be sure the team number and your initials are on all your judging sheets.
- \* CHECK AND RECHECK that the scoresheet is complete including record of the presentation length before submitting your judging sheets. You DO NOT have to calculate totals and subtotals. This can be done by the scoring team.

#### Risk Assessment: Low

- \* Minimal physical effort required.
- \* Extended periods of sitting and attention required (approx. 40 mins at a time)

#### Requirements for the Role:

- \* Attend a Judges training session
- \* Strong communication, listening and comprehension skills.
- \* Be attentive and respectful during presentations and interactions with students.
- \* Comfortable sitting and concentrating for extended periods.
- \* Avoid bias: recuse yourself from scoring for a presentation if you have prior connections or a relationship with a team or their state/province. Inform the judging lead during training or check-in so we may reassign you.

#### Training & Supervision:

- \* One hour of training will be provided virtually or on the afternoon/evening before judging day.
- \* You will have a contact from the 2025 NCF-Envirothon Alberta Host Committee who will answer any questions or concerns regarding your position prior to and during the event.

#### Contact:

2025 NCF-Envirothon Alberta Host  
Committee:

Email: [ncfenvirothon2025@gmail.com](mailto:ncfenvirothon2025@gmail.com)

WhatsApp: Please join the Volunteer  
WhatsApp Group for timely updates.

