

# Team Lead in Training Position - Feedback Form

Each section of this form must be filled out by the Evaluating Burgundy judge and the Shadow Level 3 as appropriate and then entered in Judge Apps by the Evaluating Burgundy judge with the ratings of this form in the special TLTP review. The Evaluating Burgundy judge and the Shadow Level 3 are encouraged to cooperatively provide a full review with explanations and examples for all categories, but this is not required.

Each skill is rated on a 5-point scale:

**Deficient:** The candidate is completely lacking in understanding and execution of the evaluated area. The candidate did, or potentially could, damage the event.

**Underdeveloped:** The candidate is lacking, but not to the point of causing damage to the event. The candidate is below the expected threshold for a starting Team Leader.

**Adequate:** The candidate completes the tasks successfully, but with room for improvement. This is the lowest passing score.

**Very Good:** The candidate performs at the level of a starting Team Leader by showing control and understanding of the skill. The candidate can be trusted to lead without supervision.

**Exceptional:** The candidate surpasses the expectations and performs at the level of an experienced Team Leader. The candidate innovates and is an example for even experienced Team Leaders.

A candidate is expected to perform at least adequately in all of the following qualities to pass the Team-Lead-in-Training Position Test. A candidate deficient at any of the skills has failed the Team Leader Certification Test, as has a candidate who scored underdeveloped at either Task Preparation or Success with the Team Tasks. If the candidate has a score of underdeveloped in up to two out of the other mentioned skills (as evaluated by the Evaluating Burgundy and/or the Shadow Level 3), they may still pass if compensated by at least 2 scores of very good or exceptional.

For a more detailed explanation of the process and the definition of the ratings per category please refer to the [Team-Lead-in-Training Position](#) page.

If you have any feedback or questions about the TLTP, please send an email to [L3.testing.manager@gmail.com](mailto:L3.testing.manager@gmail.com)

## Shadow Level 3 section

Please rate the following questions from your team member perspective.

**Success with the Team Task:** Deficient / Underdeveloped / Adequate / Very Good / Exceptional

**Delegation:** Deficient / Underdeveloped / Adequate / Very Good / Exceptional

**Team Building:** Deficient / Underdeveloped / Adequate / Very Good / Exceptional

**Mentoring:** Deficient / Underdeveloped / Adequate / Very Good / Exceptional

**Communication within Team:** Deficient / Underdeveloped / Adequate / Very Good / Exceptional

**Do you recommend the HJ to grant the TLTP to this candidate?** Yes / No

The Shadow Level 3 Judge should act as an inexperienced, passive Level 2, who will not hinder the team but won't actively contribute either, unless asked to by the candidate.

The Shadow Level 3 Judge is not expected to mentor the candidate during the evaluation, but is encouraged to provide feedback and mentoring afterwards. They should not take over leading the team, nor should they show too much initiative, steer the team's actions or give too much unsolicited feedback during the day, as to give the TLTP candidate a chance to show leadership and vision on their own merits.

The Shadow Level 3 Judge should not set up any specific situations, but is encouraged to involve the candidate in challenging or unusual situations that happen to occur during the event. However, they are encouraged to be candid and honest with the candidate if they ask for feedback during the process.

The Shadow Level 3 Judge must intervene and take the necessary actions to prevent serious damage to the tournament; if this happens, it probably means the candidate has failed the test.

For example, if the Team Leader's plan would result in pairings being posted sub-optimally, the Shadow Level 3 Judge should let this happen and observe how the Team Leader adjusts. If the Team Leader's plan would result in no one being assigned to post pairings while the team is on break, the Shadow Level 3 Judge should intervene.

## Evaluating Burgundy Section

Please rate the following questions from your Head Judge perspective.

**Task Preparation:** Deficient / Underdeveloped / Adequate / Very Good / Exceptional

**Success with the Team Task:** Deficient / Underdeveloped / Adequate / Very Good / Exceptional

**Event Overview and Feedback:** Deficient / Underdeveloped / Adequate / Very Good / Exceptional

**Communication between Teams and with Head Judges:** Deficient / Underdeveloped / Adequate / Very Good / Exceptional

## General Information

Candidate name:

Team led by the candidate:

Evaluating Burgundy name:

Shadow Level 3 name:

Level 3 verifying the pre-test requirements and recommending the candidate:

Event type, name and date:

Is the Team-Lead-in-Training Position granted? Yes / No