

## BCCA NATIONAL SPECIALTY ADVISOR COMMITTEE RESPONSIBILITIES

**Purpose** - The National Specialty Advisor oversees the annual BCCA National Specialty from year to year and acts as the “go to” person for the Regional Host Club and /or the National Show Committee. The advisor shall represent the membership and keep the welfare of the club as their first priority. They shall work closely to advise in the decision-making process of the National Specialty Committees from year to year and report to the BCCA Board.

### Duties

1. Meet or conference/email with each Affiliate Club (3 years in advance or more) as to the basic procedures of running the National Specialty including choosing location, committees, AKC requirements and fundraising/show logo.
2. Assist the specialty chairperson with contract negotiations with the show hotel and grounds if applicable.
3. Assist the specialty chairperson / committee chairs with standing rules pertaining to the specialty.
4. Assist the specialty chairperson and treasurer with creating a mandatory budget prior to presenting their national bid to the BCCA Board.
5. Assist the specialty committee chairs as needed and offer guidance with website, fundraising and other items that will help secure a successful specialty for all.
6. Update and communicate with the board as to the progress of the host clubs as necessary.
7. Attend the AGM of the BCCA if possible to update membership and secure new bids for upcoming years.
8. Work closely with the current year national chair and treasurer to make sure that all accounting is done correctly and reported to the board in a timely manner following the event.
9. Be well-versed in all standing rules that apply to this position
10. Update the National Specialty Guide as needed.
11. Have excellent knowledge of the Guidelines for BCCA National Specialties.

### Qualifications

1. Member in good standing of the BCCA for at least five consecutive years. Attendance at 3 National Specialties and Past Chairperson of at least one BCCA National Specialty.
2. Computer skills are necessary to handle the volume of correspondence and reports.

### Applicable Standing Rules

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| <b>5.0 COMMITTEES AND AFFILIATE CLUBS</b> |   |
| <b>5.1</b>                                | <b>Committees of the BCCA.</b> Chairs are appointed by the board at the first meeting of the fiscal year (July) and when necessary. All committee chairs shall operate in accordance with the job description for their committee. Job descriptions are approved by the board.  |
| <b>5.2</b>                                | <b>Committee Records,</b> such as statistics, historical documentation, photographs, and displays are the sole property of the Bearded Collie Club of America and must be surrendered immediately when notified by the recording secretary at the direction of the board. 03/94-03, 06/99-02  |
| <b>8.0 NATIONAL SPECIALTY</b>             |   |
| <b>8.1 General Procedures</b>             |   |
| <b>8.1.1</b>                              | <b>Advance Planning.</b> Clubs submitting an application to host a national specialty shall use the forms provided by the BCCA; include a detailed budget; and have previously reviewed the financial statements for a minimum of two previous national specialties. 08/81, 07/90 AGM, 01/04 mail ballot, 150127  |
| <b>8.1.2</b>                              | <b>Reserve Winners.</b> At the national specialty the dog designated Reserve Winners Dog and the bitch designated Reserve Winners Bitch will be awarded a three-point major, provided that the number of dogs competing in the regular classes of the Reserve Winner’s sex totals at least twice the number required for a five point major, in the region in which the event is held. 10/12 ABM  |
| <b>8.1.3</b>                              | <b>Awards of Merit.</b> Award of Merit rosettes may be awarded to ten percent of the Best of Breed entry including the winners of the non-regular classes who are eligible for best of breed at each national specialty. The rosettes will not be numbered. The following are not eligible for an Award of Merit: Best of Breed, Best of Opposite Sex to Best of Breed, Select Dog, Select Bitch, Winners Dog and Winners Bitch.<br><br>This explanation must be included in the show catalog under Awards of Merit, with lines to record the results. 08/86-23, 07/90 AGM, 07/91 AGM, 02/09-01 |

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| 8.1.4  | <b>National Specialty Catalog Listing.</b> All BCCA national specialty major award winners (BOB, BOS, BOW, WD and WB, Best in Sweepstakes, Best Opposite in Sweepstakes, Best in Veteran Sweepstakes, Best Opposite in Veteran Sweepstakes, Best Junior, HIT-Obedience, HIT-Herding, and HIT-Agility and BCCA match and tournament Winners shall be listed in each national specialty catalog. 7/90-07  |
| 8.1.5  | <b>Specialty Documents for Historian.</b> The host club of each national specialty will provide the BCCA Historian with <ul style="list-style-type: none"> <li>• an official marked catalog recording all the placements of each event immediately following the specialty</li> <li>• a copy of the BCCA specialty video</li> <li>• winners' photos for BOB, BOS, SD, SB, WD, WB, BOW, RWD, RWB, Stud Dog-1<sup>st</sup> Place, Brood Bitch-1<sup>st</sup> Place, Veteran Dog-1<sup>st</sup> Place, Veteran Bitch-1<sup>st</sup> Place, Brace-1<sup>st</sup> Place, Best in Sweeps, BOS in Sweeps, Best Veteran in Sweeps, BOS Veteran in Sweeps, High in Trial-Obedience, High in Trial-Herding, High in Trial-Agility, and Best Junior. 7/90 ABM</li> </ul> |
| 8.1.6  | <b>Scheduling at the National Specialty.</b> Obedience shall not be held concurrently with any other competitive specialty event. Herding trials, when offered in conjunction with national specialties, shall be scheduled prior to the opening of the conformation event. Herding tests may be scheduled either before or after the conformation event. 09/95 AGM, 11/98-01   |
| 8.1.7  | <b>Discipline at Show and Hotel Premises.</b> Anyone who allows a dog to urinate or defecate in the halls of the hotel or in any public or private areas, including their room, or anywhere on the grounds not designated for relief and not cleaning it up will be fined the sum of \$25, made payable to the BCCA by cash or check. If the same person is reported for a second offense, they will be asked to leave the hotel or grounds. The person observing the offense shall report it to the bench committee, which has the power to act. 09/05 ABM   |
| 8.1.8  | BCCA shall fund a full page ad in each National Specialty catalog acknowledging all members that passed away during the year preceding specialty. 7/14  |
| <b>8.2 Classes</b>                             |   |
| 8.2.1  | <b>Puppy Sweepstakes</b> will be offered at the national specialty. The classes are divided as follows for each sex: 6 to under 9 months, 9 to under 12 months, 12 to under 16 months, and 16 to under 20 months. 10/89-04  |
| 8.2.2  | <b>Veterans Sweepstakes</b> will be offered at the national specialty. The classes are divided as follows for each sex: 7 to under 10 years, 10 to under 12 years, 12 to under 14 years, and 14 years and over. 07/92-04  |
| 8.2.3  | <b>Scheduling BOB Dogs and Bitches.</b> Dogs and bitches will be scheduled at separate times in Best of Breed competition at national specialty shows. 02/97-04   |
| <b>8.3 Conformation and Sweepstakes Judges</b> |   |
| 8.3.1  | <b>Form for Judges.</b> Judges nominated for regular conformation classes or sweepstakes shall return a form approved by the board that includes a statement of agreement to abide by BCCA rules for judging specialties. In the event that any question is not answered on the form, it will be noted that no response was received to that particular question. All returned forms will be published in the Bagpipes prior to any balloting. 05/84-02, 07/85 ABM  |

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| 8.3.2 | <p><b>Regular Conformation Judges Eligibility.</b> All nominees must be an AKC permit or approved judge, or approved to judge bearded collies in another country. In addition a US or Canadian BCCA member who is not approved by AKC to judge bearded collies may also be nominated if he/she meets the following criteria:</p> <ul style="list-style-type: none"> <li>• Is 21 years of age or older</li> <li>• Is occupationally eligible</li> <li>• Is knowledgeable of the breed with success in breeding/exhibiting/handling the breed for 15 or more years</li> <li>• Has a thorough understanding of the AKC's "Rules Applying to Dog Shows" and "Rules, Policies and Guidelines for Conformation Dog Show Judges" and the bearded collie standard</li> <li>• Is approved by the AKC Judges Review Committee at the request of the BCCA</li> <li>• Is willing, if elected, to take and pass the AKC's procedural and anatomy exam and submit a non-refundable \$25 processing fee to AKC.</li> </ul> <p>05/81-02, 07/89-09, 7/92-04, 10/93-03, 12/95-08, 02/04-01, 10/2014</p>   |
| 8.3.3 | <p><b>Sweepstakes Judges Eligibility.</b> U.S. and Canadian BCCA members in good standing, who are not eligible to judge bearded collies in any country, may judge sweepstakes at the national specialty. Nominees for sweepstakes should have at least seven years of experience as an exhibitor in conformation or as a breeder of bearded collies and have a thorough understanding of the AKC's <i>Rules Applying to Dog Shows</i> and <i>Rules, Policies and Guidelines for Conformation Dog Show Judges</i>, and the standard of the breed, to be eligible for nomination. 05/83-06, 05/83-07, 7/6/92, 03/00-02</p>   |
| 8.3.4 | <p><b>Selection of Conformation Judges.</b> Nominations may be submitted by any member to the recording secretary no later than September 1<sup>st</sup>.</p> <ol style="list-style-type: none"> <li>1. Judge nominees will be sent a letter by the recording secretary for permission to place their names on the ballot.</li> <li>2. A ballot, with all nominations received and accepted by the nominees, will be distributed to the membership via electronic mail no later than November 30<sup>th</sup> and must be returned to the treasurer no later than January 15<sup>th</sup>.</li> <li>3. Ballots shall contain the state or country of each judge nominated.</li> <li>4. In categories with only three nominees, those nominees will automatically move forward to the final ballot.</li> <li>5. For categories with four nominees, members will vote for one candidate to move forward to the final ballot.</li> <li>6. For categories with five to seven nominees, members will vote for two candidates to move forward to the final ballot.</li> <li>7. For categories with eight or more nominees, members will vote for three candidates to move forward to the final ballot.</li> <li>8. The top three candidates on the preliminary ballot will be presented as a final ballot to the membership via electronic mail no later than February 15<sup>th</sup> with the ballots to be returned to the treasurer no later than March 30<sup>th</sup>. 05/83-06, 05/83-07, 7/92-06, 03/00-02</li> </ol> |
| 8.3.5 | <p><b>Regular Judges Compensation</b> shall include transportation, not to exceed tourist class airfare, lodging, and meals, not to exceed the number of days of judging plus one. In addition, the BCCA will pay the customary fees usually charged by the judge selected by the BCCA membership. Transportation to and from the judge's home to the airport and airport parking will not be reimbursed. All receipts for reimbursement must be presented to the specialty treasurer. 07/87-10, 7/90-07, 01/91-01, 3/92-14, 10/01 ABM, 06/09-01</p>  |
| 8.3.6 | <p><b>Sweepstakes Judge Compensation.</b> A \$300 honorarium, two nights' lodging, two days' meals, plus a ticket to the awards banquet shall be given to the sweepstakes judge at each BCCA national specialty. 02/92-01, 3/92-14, 07/92-04, 08/99-01</p>  |
| 8.3.7 | <p><b>Waiting Period.</b> A judge officiating at a BCCA Specialty or Sweepstakes shall be permitted on the ballot only after a two-year period has elapsed from the time he/she judged. 05/4-02, 07/85</p>  |

#### 8.4 Herding Judges

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|  | 8.4.1 | <p>After a bid to host the national has been accepted by the board, the specialty herding trial chair will request recommendations for judges for each trial, test, and herding instinct test in the Bagpipes. Recommendations must be in writing or by email and include why that judge is recommended. The person making the recommendation must include the highest herding title he/she has earned. The recommendation must be received by the BCCA Herding Committee Chair within 60 days of publication of the request.</p> <p>The BCCA Herding Committee will discuss and review each recommendation and the chair will forward a list of recommended judges, including commentary, to the National Specialty Herding Chair within 75 days of the publication of the recommendation request.</p> <p>The judge(s) for each herding event will be taken from this list. Should all recommended judges be unavailable, or in an emergency, the BCCA Herding Committee will assist the local chair in finding an appropriate judge(s). 03/02-01</p> |
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#### 8.5 National Specialty Finances

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|  | 8.5.1 | <p><b>Advance to Host Club.</b> The board shall advance the national specialty host club \$7,500; with an additional \$2,500 available, provided the host club raises an equivalent amount on their own. 03/92-14, 05/92-02, 07/92-04, 08/96-05, 06/01-02, 03/10-01, 150224</p>   |
|  | 8.5.2 | <p><b>Specialty Profit Distribution.</b> The overall specialty profit (income less expenses) shall be divided with sixty percent to the host club and forty percent to the BCCA, calculated as follows:</p> <ol style="list-style-type: none"><li>1. The proceeds of the auction held in conjunction with the national specialty shall be divided; thirty percent shall be sent to the BCCA treasurer, designated for beardie rescue unless otherwise directed by the board; the remaining seventy percent shall be included in the overall specialty income.</li><li>2. Donations to the auction cannot be designated for a specific recipient.</li></ol> <p>Specialty Income shall include a) all income provided by the BCCA to the host club, b) all income related to the specialty and c) seventy percent of the specialty auction proceeds. 10/93-04, 150224</p> |
|  | 8.5.3 | <p><b>Account Signature.</b> The BCCA Treasurer shall be an alternate signatory on all specialty host fund accounts. 08/95-07</p>   |