



American Culinary Federation

Application For ACF-Certified Culinary Judge

American Culinary Federation, Inc. • Attention: Competitions • 180 Center Place Way • St. Augustine, FL 32095 • Toll-free: (800) 624-9458 • www.acfchefs.org

The ACF-certified culinary judge program was established to provide a nationwide pool of qualified judges for culinary competitions. Definitive prerequisites for approval have been established along with criteria to ensure qualifications are maintained. As the title implies, appointment as a culinary judge in the ACF confirms that an individual has attained the highest level of trust, professionalism, respect and ethical confidence from his/her peers. They have proven themselves in competition and demonstrated unquestioned judgment. As such, they have placed themselves in a position to fairly evaluate others in culinary competitions.

The screening procedure and selection process for culinary judges must, therefore, ensure only individuals with impeccable qualifications are selected. As the culinary profession is constantly updating its trends and standards, a system must also be in place to ensure those who judge remain current in an evolving world.

Selection Procedure

After establishing their initial prerequisites, candidate judges are required to apprentice a minimum of five ACF-certified culinary competitions under the supervision of certified judges, and attend a training seminar at a regional conference or national convention (the candidate is solely responsible for coordinating his/her assignment as a judge with the lead competition judge and for all expenses incurred). Following completion of these training requirements, candidates will be reviewed by the Culinary Competition Committee and either approved or recommended for additional training. Decisions of the committee are considered final. Administration of the judge program is performed by the Competition & Awards Administrator, while the authority for approving judges is reserved for the committee.

Prerequisites for Becoming an ACF-Approved Culinary Judge

Please use this checklist as a working guide to verify you've met the basic criteria for application consideration. Applications which are incomplete will be returned.

1. Be an ACF member in good standing.
2. Be an ACF certified at the CSC/CWPC lever or higher.
3. Have won (4) gold medals within the last ten (10) years. These gold medals must be either ACF or a major WACS-approved culinary competition (Culinary World Cup, Culinary Olympics) **only**. Winning a gold medal in a centerpiece category does not fulfill the medal requirement for being a judge. Judges are encouraged to compete internationally, in order to gain valuable experience. You are encouraged to document competitions from organizations outside the ACF or WACS framework to further support your application submission. These will not replace the basic requirements outlined above but will give the Competition Committee good reference of your competition background.

Gold Medal, Category F4 or FP-1: Show Name/Location: _____ Date: _____

Gold Medal, Category A: Show Name/Location: _____ Date: _____

Gold Medal, Cat. B OR 2 in Cat. C: Show Name/Location: _____ Date: _____

Gold Medal, Category K, or KP: Show Name/Location: _____ Date: _____

Other Considerations

- Be approved for an apprenticeship training by the Culinary Competition Committee.
- Being a Certified Master Chef or Certified Master Pastry Chef (CMC/CMPC) fulfills the required gold medal prerequisites above for becoming an approved judge, **however all other criteria must still be met**.
- Serve as a past Official Regional or Official National Team Manager, Official Youth Team Manager, Official Coach, or Official Member of ACF Culinary Team USA (Regional/ National Teams Only) **and have won a Team Gold Medal** as a result of participation in this WACS-approved competition capacity. This accomplishment will serve to fulfill the medal prerequisite required above for becoming an ACF Approved Judge, **however all other criteria must still be met**.

Team Name: _____ Dates of Service: _____

Team Gold Medal: Show Name/Location: _____ Date: _____

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Judging Training/Experience Criteria

- Apprentice judge a minimum of five (5) ACF-certified culinary competitions over a period of two (2) years. Of these competitions, three (3) must be Category F, FP, K, or KP. In your required five (5) apprenticeships, the following must be included:
 - Savory Judge Applicants must apprentice the following:
 - Minimum of 1 FP 1-2 or SKP 1-2 under a Pastry Judge
 - Minimum of 1 C or D under a Pastry Judge
 - Pastry Judge Applicants must apprentice the following:
 - Minimum of 1 F, K, SK under a Savory Lead Judge
 - Minimum of 1 A or B under a Savory Lead Judge
- Attend the judges' training seminar offered at the national convention and/or regional conferences.

Apprentice Judge Critiques

The lead judge will evaluate the apprentice judge in the areas of culinary knowledge, professionalism, judgment and communication skills. Under no circumstances will **Non-ACF Approved Judges** have their scores count during the actual competition scoring assessment for competitors. Only the approved ACF Judges scores will count as the competitor's final scores of that competition. Then the ACF National Office will review each competitor's scores when they arrive and will verify this process was upheld, if there is any indication of mishandled scores the current competition committee will be notified and further actions will be taken. A formal critique will be forwarded to the Competition & Awards Administrator and placed in the applicants' file. It is the responsibility of the apprentice judge to make sure the critique is sent to and received by the national office. Lead judges are expected to out-brief apprentice judges following a competition, but the contents of the written critique will be considered privileged information releasable only to the Culinary Competition Committee.

Upon completion of the five apprentice periods, the applicant shall notify the Competition & Awards Administrator that he/she wishes to have their file reviewed by the Culinary Competition Committee for approval. The Competition & Awards Administrator will coordinate this review with the committee. Following the review and a vote, the chair will notify the candidate of the results of the review in writing within thirty days. If additional action is necessary before qualification is required, this will be specifically outlined. Decisions of the Culinary Competition Committee in matters related to judge candidates are considered final.

Maintaining Currency

In keeping with ACF policies and procedures certified judges will be appointed by the Culinary Committee for two calendar years at a time.

In order for a judge to be eligible for re-appointment he/she must meet the following criteria:

- Retain currency as an ACF member in good standing.
- Retain currency in the required level of ACF certification.
- Judge a minimum of two (2) competitions every two (2) years.
- Attend a judges training seminar once (1) every two (2) years or participate in available refresher courses as offered to maintain currency.

An annual audit of judges will be conducted by the Competition & Awards Administration to verify the above criteria are met. The results of this audit will be submitted to the Culinary Competition Committee for review. The committee will determine reappointment and removal of any judges. Serving as an examiner for the CMC test or judging WACS-sanctioned competitors fulfills this requirement.

Judges' Commitments to Competitions

Judges are required to commit to participate in competitions up to four months in advance. While it is understood that scheduling this far out may be difficult, these commitments ease the burden on show planners who are budgeting travel expenses, printing programs and coordinating a multitude of other commitments. Best efforts should be made to keep judging commitments. If, however, a commitment must be broken, the judge is responsible for finding a suitable replacement.

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Dress Code

It is important to remember that judges represent the profession of chefs. Therefore, when judging a competition, judges must wear professional chefs' attire (clean, pressed chef jacket, black or black-and-white checkered pants and only kitchen safe shoes are permitted in the competition kitchens OR clean pressed lab coat, dress slacks, dress shirt).

Ethical Code of Conduct

In fulfilling the responsibilities of a judge, members may encounter a variety of issues and situations that require the exercise of fair and impartial judgment. Although the specifics of these issues and situations cannot be foreseen with particularity, fundamental ethical principles are available for guidance.

Within the framework of such principals, these Ethical Codes of Conduct are set forth:

1. I shall uphold the integrity and independence of the judging process.
2. I shall avoid the impropriety and the appearance of impropriety in all activities.
3. I shall perform all specific duties impartially and diligently.
4. I shall refrain from any business activity inappropriate to judging responsibilities.
5. I shall preserve confidentiality of the competitor information and other judges' comments to which I am privy.

Filing a formal complaint against a Judge

Competitors who feel an ACF-certified judge has violated any of the rules/guidelines for behavior above may submit, in writing, a formal complaint to the national office. The complaint must detail the specific behavior that is being questioned and should include the date and location of the competition. Anonymous complaints will not be deemed valid. When a formal complaint is received, a copy will be forwarded to the chair of the Culinary Competition Committee for review and action. If necessary, a full committee meeting or conference call will be scheduled to discuss the concerns raised and a suitable response formed. Copies of any complaints and actions taken against an ACF-certified judge will be kept in the respective judge's file.



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I hereby apply for approval as an ACF-certified culinary judge. I understand it is my responsibility to complete all prerequisites as outlined in the ACF Certified Culinary Competition Manual. I further understand that upon completion of all prerequisites my qualifications for judging will be reviewed by the Culinary Competition Committee, and their determination as to my approval or requirement for additional training will be final.

Date of Application: _____ ACF Member ID: _____

Name: _____ Date of Birth: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

ACF Certifications & Expiration Dates

Please list in the following format: Certification, Expiration Date

Employment Information

Employment Establishment: _____ Position: _____

Address: _____

City: _____ State: _____ Zip: _____

Competition Experience

ACF and WACS (attach continuation sheet if required)

Please list in the following format: Medal Type, Competition, Date

Candidate's Signature: _____ Date: _____

Approved for Judge in Training (CCC Chair): _____