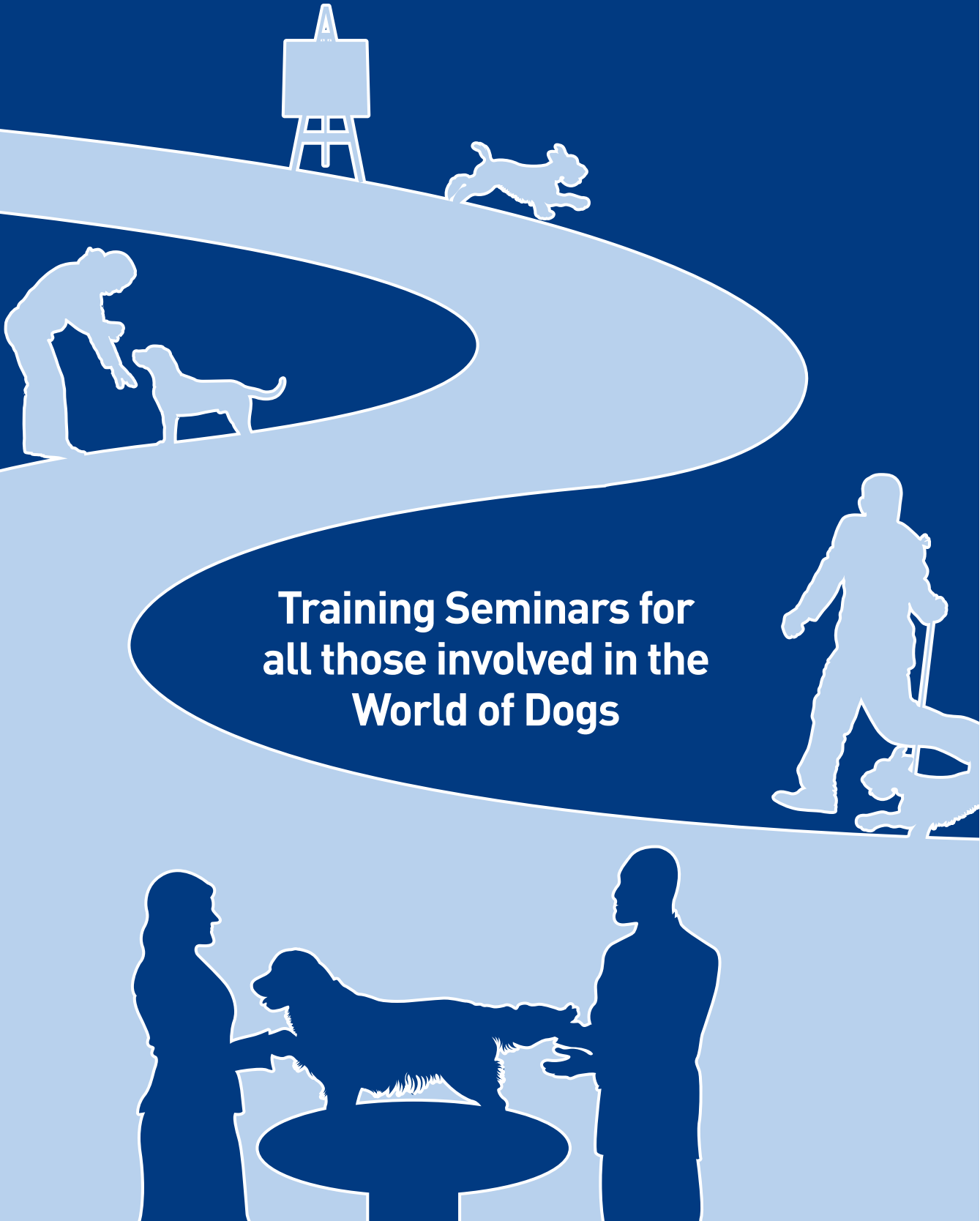




THE KENNEL CLUB
Making a difference for dogs

Setting Standards through Education



PROSPECTUS

Forward

Kennel Club Training Seminars

Canine Activities, Education and Training is pleased to introduce the enclosed Prospectus for training seminars across all disciplines.

The seminars include the Judges Training Programme, now tried and tested ten years on and offering a high standard of training to Exhibitors, Stewards and Judges. This includes:

- Conformation and Movement – Hands On Assessment (Points of the Dog)
- Conformation and Movement Seminar
- Requirements of a Dog Show Judge (KC Rules and Regulations)

Included in the 'general' category of seminars for all those interested in developing skills and knowledge in the effective running of Clubs and Societies and Shows is:

- Ring Stewarding Seminar
- Show Management Seminar

New for 2009 we are adding two seminars in this category which will be:

- Managing a Dog Society
- Effective Meeting Skills for Chairmen and Secretaries

Canine Activities, Education and Training consulted with Chairmen and Secretaries from a variety of Canine Societies and Breed Clubs. They were involved in the design of the seminar and participated in a pilot programme to test drive it before making final finishing touches.

Effective Meeting Skills for Chairmen and Secretaries was supported by Kennel Club Sub-Committee Chairmen and Secretaries who assisted in testing the seminar and providing advice on making it fit for the purposes of Clubs and Societies.

We are very excited about the new generation seminars we have on offer and those yet to be designed and rolled out. This together with having the Kennel Club Building at Stoneleigh Park will help us achieve one of the key Kennel Club objectives of **'encouraging the development of all those concerned with dogs through education and training'**.

We hope you enjoy and gain much from the seminars and look forward to your feedback.

Dorothy McIntyre
Manager Canine Activities, Education and Training

General Information

Kennel Club Accredited Trainers and Specialist Presenters are specially trained to deliver our seminars and can be found in the Kennel Gazette and on the Kennel Club website at www.thekennelclub.org.uk/item/1791

An up to date list of these and other Kennel Club Seminars can be found again in the Kennel Gazette and on the Kennel Club website at www.thekennelclub.org.uk/cgi-bin/course.cgi?page=7



**Further information on
the seminars is available
from Canine Activities,
Education and Training
Team at the Kennel Club
on 0870 606 6750
Ext. 277 or 305**

Trainer: Kennel Club Accredited Trainer (Show)

Venue: As agreed by Organiser

Seminar Date: Advertised throughout the year

Duration: Approximately 3-4 hours

Group Size: Up to 30 Delegates

Seminar Outline:

Effective Stewarding is essential to the smooth running of successful dog shows. It is therefore important to support the contribution of existing Ring Stewards and identify and encourage new Ring Stewards.

Who should attend?

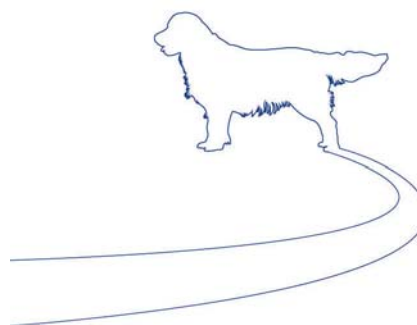
It is designed for exhibitors or those who are about to try stewarding for the first time. It is also a good opportunity for those who are currently stewarding to update themselves on current Kennel Club Best Practice for Ring Stewarding.

Seminar Aims: At the end of the seminar delegates will:

- Have a clear understanding of the duties and responsibilities of Stewards at Kennel Club licensed events
- Be aware of up to date Kennel Club Rules and Regulations
- Gain practical hints gathered from those who have a wide experience of stewarding

Programme to Include:

- Guide for Judges and Ring Stewards
 - o Kenel Club Rules and Regulations
 - o Arriving at the Show
 - o Prior to commencement of Judging
 - o During Judging
 - o After Judging
 - o Equipment



Trainer:	Kennel Club Accredited Trainer
Venue:	As agreed by Organiser
Seminar Date:	Advertised throughout the year
Duration:	Introduction approximately 20 minutes. 15 minutes per Candidate
Group Size:	Approximately 12 Candidates

Seminar Outline:

This is a One to One Assessment with a Kennel Club Accredited Trainer who is there to give you a short briefing and lead you through the Assessment. It focuses on individuals having the opportunity to go over a dog indicating the relevant points, angulations and measurements.

Who should attend?

It is ideal for Exhibitors as well as Novice Judges and recommended to be attended before the Conformation and Movement Seminar.

This Assessment is a requirement for qualification towards awarding CCs and successful Candidates will be given a Kennel Club Certificate

Seminar Aims:

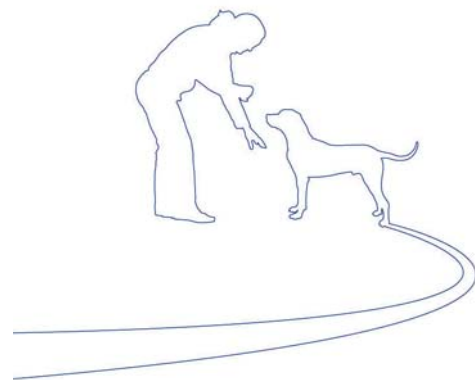
The aim of the Assessment is to demonstrate that aspirant Judges are totally familiar with the:

- Points of the Dog
- Structure of the Dog
- Conventional Measurements of the Dog
- Conventional method of going over the dog in the Show Ring

Kennel Club Accredited Trainers (Show) have been specially trained for the purpose of acting as Assessors.

The Assessment is private and confidential and undertaken in a relaxed and informal manner.

The Candidate will be given his/her result at the end of his/her Assessment.



Trainer: Kennel Club Accredited Trainer (Show)

Venue: As agreed by Organiser

Seminar Date: Advertised throughout the year

Duration: At least 3 hours

Group Size: Approximately 12 Candidates

Seminar Outline:

This seminar is designed to aid the understanding of the 'Points of the Dog' and how conformation affects movement as presented by the Kennel Club DVD/Video on Conformation and Movement.

Who should attend?

Individuals who wish to develop knowledge, skills and confidence in their understanding of key aspects of Conformation Structure and Movement. It complements the Hands On 'Points of the Dog' and is aimed at all those involved in exhibiting and judging and in particular those who aspire to give Challenge Certificates. A Kennel Club attendance certificate will be presented at the end of the seminar.

Seminar Aims: At the end of the seminar delegates should:

- Understand the general principles underlying the relationship between construction, conformation and movement
- Understand the variations between different breeds and individual dogs within the same breed
- Appreciate the importance of Breed Standards

Programme to Include:

- Introduction to the basic skeleton of the Dog
- Engineering (Structure) of the Dog
- Balance and Balance Faults
- Conformation and Movement DVD/Video
- Correct Movement/Problems in Movement
- Discussion on the Procedure of Examination of Dogs in the Show Ring

Trainer:	Kennel Club Accredited Trainers/Approved Presenters
Venue:	As agreed by Organiser
Seminar Date:	Advertised throughout the year
Duration:	Full day (approx. 10:30 am – 3 pm)
Group Size:	Approximately 12 Candidates

Seminar Outline:

This seminar focuses on providing the essential knowledge and understanding of Kennel Club Rules and Regulations and Ring Procedure. It is available for Breed Shows, Obedience, Agility, Working Trials and Bloodhound Trials.

Who should attend?

Individuals who wish to develop knowledge, skills and confidence in their understanding of key aspects of Kennel Club Rules and Regulations. It is aimed at all those involved in exhibiting and judging and in particular those who aspire to award Challenge Certificates and their equivalent in other competitive disciplines. An examination paper on Requirements of a Dog Show Judge follows this seminar for those wishing to award CCs. Successful candidates will receive a certificate which is a requirement for the first time CC questionnaire.

Seminar Aims: At the end of the seminar delegates should:

- Have a clear understanding of Kennel Club requirements for Judging
- Be aware of their responsibility as a Judge to both exhibitors and to the Kennel Club
- Understand the Kennel Club requirements for awarding Challenge Certificates
- Keep accurate records of all Judging appointments

Programme to Include:

- Code of Best Practice for Judges
- Invitation to Judge/Invitation to Judges Challenge Certificates
- Preparation Before the Show
- At the Show
 - Arriving
 - In the Ring
 - Judging the Dogs
 - Awarding CCs
- After Judging
 - Writing Critiques
 - Keeping Records
- After the Show



Trainer:	Kennel Club Accredited Trainer and Specialist Presenters
Venue:	As agreed by Organiser
Seminar Date:	Throughout the year (From 2009)
Duration:	Full day (approx. 10.30am – 4pm)
Group Size:	Approx. 30 Delegates

Seminar Outline:

This seminar focuses on best practice guidelines as published in the Manual for Kennel Club Registered Societies. It looks at the effective management of a club/society through the committee working as a team.

Who should attend?

The seminar is designed to assist existing and potential new officers and committee members or those who might be interested in being involved in Dog Societies.

Seminar Aims: At the end of the seminar delegates will:

- Gain an understanding of the roles and responsibilities of all interested parties:
 - o The Kennel Club
 - o Members of the Society
 - o Committee
 - o General Public
- Discuss succession planning through the use of delegation
- Define the Procedure for Meetings
- Have a better understanding of Finance and Insurance for Societies
- Discuss how best to manage conflict
- Consider ways of retaining and increasing membership

Programme to Include:

- Club Constitution
- Management of the Society
- Preparation for meetings
- Procedure for Meetings
- Membership
- Breed Clubs/Canine Societies
- Financial Management/Insurance
- Managing Conflict

Trainer:	Kennel Club Accredited Trainer
Venue:	As agreed by Organiser
Seminar Date:	Throughout the year
Duration:	Full day (approx. 10.30am – 4pm)
Group Size:	Approx. 30 Delegates

Seminar Outline:

The main focus is on Show Planning and Administration, covering the sequence of events required from 18 months prior to the show, what is required at the show to what is required after the show. All the most up to date information, legislation and Kennel Club Rules and Regulations are included in this seminar.

Who should attend?

This one-day seminar is primarily aimed at those who will have a role to play in the organisation of Kennel Club registered societies shows and events. Delegates may include those elected as show officials of Breed Club Shows, Obedience Shows, Working Trials and Bloodhound Trials, General Canine Society Shows and Training Clubs.

Seminar Aims: At the end of the seminar delegates will:

- Establish the key activities involved in Show Planning and Administration from 18 months before the show to after closing the show
- Understand the importance of involving all of the committee on Health and Safety issues including the need for the production of a Risk Assessment Document
- Appreciate the need to follow the Code of Best Practice for the Selection of Judges and the Guide for Judges and Ring Stewards
- Be aware of the role of the Kennel Club Field Officer
- Work in groups to discuss problem solving and handling conflict

Programme to Include:

- Show Planning and Administration
 - o Committee duties and guarantors
 - o Show Support and Monitoring
 - o Health and Safety – Exercise on producing a Risk Assessment Document
 - o Dealing with Incidents
 - o Effective Communication
 - o Deciding on the Venue
 - o Judges and Stewards
 - o Closing the Show/Making good the venue

Trainer:	Kennel Club Accredited Trainer
Venue:	As agreed by Organiser
Seminar Date:	Advertised throughout the year (From 2009)
Duration:	Full day (approx. 9.30am – 4pm)
Group Size:	Approx. 30 Delegates

Seminar Outline:

This seminar has a two part programme. Part One looks at the 'Technical' elements of planning and organising meetings. Part Two concentrates on the effective 'People' skills necessary in conducting meetings where everyone had a role to play, this part is led by a series of DVDs. This seminar complements the seminar on Managing a Dog Society, providing an opportunity for all those who wish to develop techniques that ensure effective management of meetings that allow all committee members to be productive in the decisions of the club/society.

Who should attend?

The seminar is designed to assist existing and potential Chairmen and Secretaries but also committee members who play an active role at meetings.

Seminar Aims: At the end of the seminar delegates will:

- Establish, through group discussion, best practice guidelines on the 'Technical' aspects of planning and organising, that will enable clubs and societies to conduct effective meetings
- Gain an insight into how to build effective working relationships between a Society Chairman and Secretary
- Consider the 'People' aspects of meetings and introduce some useful techniques for effective handling of some of the more difficult situations experienced at meetings
- Discuss their observations and to devise a Personal Action Plan for future meetings

Programme to Include:

Part One

- What makes an Effective Meeting
- 'Technical' Effectiveness of Meetings
- Setting an Agenda
- Recording Minutes

Part Two

- 'People' Effectiveness at Meetings
- Skills for Managing/Participating in Effective Meetings
- Practising your Meeting Skills
- Future Meetings

Personal Planner

Personal Seminar Planner

Date of Seminar

Conformation and Movement – Hands On Assessment

Conformation and Movement Seminar

Requirements of a Dog Show Judge,
Kennel Club Rules and Regulations for Breed Shows,
Agility, Obedience, Working Trials, Bloodhound Trials
and Heelwork to Music

Managing a Dog Society
(from 2009)

Effective Meeting Skills for Chairmen and Secretaries
(from 2009)

Show Management Seminar
(Breed Shows, Obedience, Working Trials and
Bloodhound Trials)

Ring Stewarding

Notes:



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KC/CAT/107/05/08