



CONDUCTING A CAGBA INSPECTOR TRAINING CLASS

QUALIFICATIONS FOR INSPECTION TRAINERS

1. Is a current CAGBA member AND,
2. Is a current CAGBA Inspector AND,
3. Attended at least 2 Inspection Trainer classes from 2 different trainers, OR Meets #1 and #2 and judged at least 2 colored Angora goat shows.

CAGBA INSPECTION TRAINER RESPONSIBILITIES

1. Provide manuals to trainees in the class. CAGBA shall receive \$15 for each manual used.
2. Trainers will set their own fees. Current CAGBA inspectors can attend additional CAGBA Inspection training classes without charge.
3. Obtain a list of participants in the class including name, mailing address, phone # and e-mail address. CAGBA provides a form to collect this information.
4. Include in the training;
 - a. Class-room time to review the manual
 - b. Examine animals for examples of inspection criteria and to review the inspection flow
 - c. Participation in an actual CAGBA registry inspection
 - d. Trainer shall participate in the registry inspection attended by the trainees.
 - e. Trainer shall review trainee's Registry Inspection Cards to confirm the trainees observed CAGBA inspection criteria. Provide feed-back as necessary.
 - f. Give the Trainee Registry Inspection Cards to the individual coordinating the inspection (same day).
 - g. Send the list of attendees to the Newsletter Editor within a week following the physical inspection. Note if each trainee passed or failed the training. Note the reason for failure:
 - 1) Did not complete the class.
 - 2) Did not participate in the registry inspection.
 - 3) Would benefit from a 2nd class and inspection to fully develop inspection skills needed.
 - a. Notify each Trainee if they passed or failed.



CONDUCTING A CAGBA INSPECTOR TRAINING CLASS—Continued

NEWSLETTER EDITOR RESPONSIBILITIES

1. Review the trainer decision if each trainee passed or failed.
 - a. If failed, no further action needed.
 - b. If passed, go to #2
2. Determine if each Trainee is a CAGBA member.
 - a. If not, send them an e-mail notifying them that they will receive an Inspector Certificate if they join CAGBA in the future.
 - b. If they are a CAGBA member, go to #3
3. Prepare Inspector Certificate.
4. Mail to CAGBA Secretary.

CAGBA SECRETARY RESPONSIBILITIES

1. Sign Certificate and mail to Trainee
2. Add "Asterisk" to member listing on the CAGBA website.

CAGBA MERCHANDISE COORDINATOR RESPONSIBILITIES

1. Mail Inspection Manuals to Trainers as requested.
2. Collect \$15 for each manual used in inspection classes.
3. Keep an inventory of the number of manuals retained by the trainer for inventory tracking.

