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2021-23 Book of the Year Judge

Job Application

**Position Title:** CBCA Book of the Year Judge

**Period of Employment:** From 1/2/2021 to 25/8/2023

**Context of the Position:**

The annual CBCA Book of the Year Awards affirm the quality of some of Australia's most creative people and provide a boost to their capacity to devote time to their craft.

Established with the first awards in 1946, the annual CBCA Book of the Year Awards aim to:

* promote quality literature for young Australians;
* support and encourage a wide range of Australian writers and illustrators of children’s books and;
* celebrate contributions to Australian children’s literature.

The Children’s Book Council of Australia receives in excess of 450 entries for the Book of the Year Awards. Volunteer judges demonstrate in-depth knowledge and expertise to select the very best of Australian children’s literature.

**Role Description:**

**Summary of Key Responsibilities**

**Requirements**

* Read and report on all books entered in each category for which the judge is responsible.
* Work with their panel to be available for teleconferences, online meetings and face-to-face meetings as determined to facilitate discussion, reflection and reporting on entries. During these panel meetings the Notable, Shortlisted, Honour and Winner books will be discussed, recommended and selected.
* Be responsible to the CBCA Board.

**Reporting Requirements**

* Provide reports and recommendations in line with the requirements as outlined in the CBCA Book of the Year Awards Policy.
* Provide a report on selected Notable and Shortlisted books as required.
* Submit a contribution to the Judges' Report.

**Specific Requirements**

* Attendance at a minimum of one face-to-face meeting, attended by all judges, to confirm the Honour and Winner books, the Shortlist and the Notables.
* Participate in all briefings.
* Work collaboratively with the panel to implement any promotional content in relation to the Notables or Shortlisted books; negotiable attendance at the CBCA Shortlist Announcement and the CBCA Book of the Year Award Announcement, or other such events, as deemed appropriate by the CBCA Board or Branches.
* Maintain confidentiality throughout the judging process.

**Person Specification:**

Minimum requirements include:

* No vested interest in the Awards.
* Freedom from conflict of interest or association (including non-financial) with a current entry or Awards Committee member.
* Current membership (individual or institution) of a Branch of The Children’s Book Council of Australia.
* Current Working With Children Check (or Police Check) as determined by regulations in their State or Territory.

**Selection Criteria:**

Judges will be selected using the following criteria:

**Personal Skills and Abilities**

* High level skills in establishing sound, effective and collaborative working relationships.
* Highly developed ability to communicate effectively, both orally and in writing.
* Demonstrated ability to effectively prioritise and manage competing demands to meet deadlines.

**Knowledge**

* Demonstrated knowledge, and understanding of the field of children’s literature.
* Recognised qualifications in the field of children’s literature.
* Awareness of illustration techniques and media, visual literacy, design, writing styles and editing as they relate to children’s literature.

**Experience**

* Demonstrated successful experience in using evidence to provide written assessments of children’s literature.
* Demonstrated commitment to promoting excellence in Australian children’s literature.

**Application:**

The length of the written application and CV should not exceed 1,500 words.

The application should include the names and contact details of two referees, a photocopy of a current Working with Children Clearance Certificate/Card and a signed Cover Page and Conflict of Interest Statement.

Applications open on Tuesday 1 September 2020, and should be emailed by October 30, 2020 to the applicant's affiliate branch at its nominated email address:

ACT: info@cbcaact.org.au

NSW: [cbcansw@outlook.com](mailto:cbcansw@outlook.com" \t "_blank)

Northern Territory: pmoo3509@ bigpond.net.au

Queensland: [qld@cbca.org.au](mailto:qld@cbca.org.au" \t "_blank)

South Australia: sa@cbca.org.au

Tasmania: [tas@cbca.org.au](mailto:tas@cbca.or.au" \t "_blank)

Victoria: [vic@cbca.org.au](mailto:vic@cbca.org.au" \t "_blank)

Western Australia: wa@cbca.org.au