



## **ICMJ Pre-contest information for coaches and students – 2009**

**Students arrive to Duval College: Tuesday 30 June after 3pm for 6pm introductory dinner**

**Training workshop, UNE: Wednesday 1 – Friday 3 July**

**Small stock contest (lamb, pork and retail cuts), UNE – Friday 3 July**

**Beef contest, Cargill Tamworth – Saturday 4 July**

**Presentation dinner, Duval College – Saturday 4 July**

**Students depart Armidale – Sunday 5 July**

### **Key points:**

- All student information (membership forms, Q-fever documentation and student résumé's) will be accepted from coaches electronically through the ICMJ website. This must be submitted no later than Friday 12 June.
- Universities and colleges will be invoiced for student fees based on the student and coaches register submitted by 12 June. No cash will be accepted at the workshop.
- No resumes will be accepted past 12 June.
- A résumé is required to be eligible to be a contest finalist
- Without Q-fever documentation students are required to wear a P2 mask during the contest at Cargill beef
- No refunds will be given for withdrawals after 19 June. Student fees will be invoiced as of 19<sup>th</sup> June.
- All students are expected to have read the ICMJ Technical Manual prior to the workshop
- All students are expected to have read the behaviour code of conduct prior to the workshop
- Behaviour considered unacceptable by the ICMJ committee may result in instant dismissal from the program and be asked to leave

It is imperative for coaches and students to be aware of their requirements prior to and during the workshop and contest to ensure the smooth operations of the ICMJ competition.

Please read the following information carefully and use the provided checklist to ensure your University/college has met all pre-contest requirements.

### **Contact details**

Should you have any questions or correspondence, please contact either:

ICMJ  
[meatjudging@gmail.com](mailto:meatjudging@gmail.com)

If necessary, Sarah Strachan (ICMJ secretary) can be contacted on 0438 461 366

### **The coaches pack:**

A number of tools and resources are available to coaches to aid in providing students with pre-workshop information or training.

These resources are downloadable from the ICMJ website, [www.icmj.com.au](http://www.icmj.com.au)

- The ICMJ Manual – Guide to evaluation of beef, lamb and pork. Please note any additions to the manual will be posted as amendments on the website and should be downloaded also.
- ICMJ Operations Manual
- Pre-contest information
- Sample answer sheets
- Example classes

Please also note that ICMJ has a number of electronic copies of the AUSMEAT handbook of Australia Meat (for training purposes only). These are available to coaches free of charge. Please contact ICMJ via email if you would like a copy posted to you.

**The workshop will be conducted with the assumption that all students have read the ICMJ Manual prior to arriving at the Armidale workshop.**

### **Student registration**

Registration of students will close on **Friday 12 June**. By this date, the following must be provided to ICMJ using the 'Student and coaches register' (available on website):

- Numbers of students attending the workshop and contest from your institution
- Numbers of coaches attending
- Names of each student and coach attending
- Numbers of students staying in college residence
- Number of coaches requiring college accommodation
- Number of students and coaches attending the presentation dinner

### Student and coach participation fees

The table below details the inclusions for each participant option.

	<b>Option 1 Full student participant</b>	<b>Option 2 Non- residential student</b>	<b>Option 3 Coach (residential and non- residential)</b>
Cost per person	\$200	\$100	\$120
5 nights accommodation (Tues-Sat)	X		X
Tuesday evening introductory dinner	X	X	X
Breakfast, lunch and dinner (Wed,Thurs,Fri)	X	X	X
Presentation dinner	X	X	X
Sunday breakfast	X		X (for residential coaches)
ICMJ student membership fee	X	X	X

Note – coaches will be informed immediately of any changes to the student and coaches fees

Accommodation will be organised for coaches and students. This accommodation will be at:

Duval College  
University of New England  
ARMIDALE

Fees will be collected through direct bank transfer into the ICMJ account or cheque. Universities and colleges will be invoiced on 19<sup>th</sup> June based on the number of students and coaches submitted on the register.

**These fees will be calculated as per the student and coach register submitted by 12<sup>th</sup> June.**

There will be no refunds given for students that pull out of the workshop after Friday 19<sup>th</sup> June. Those students are still required to pay their participant fees.

**Note: Breakfast on Saturday morning will not be available due to early departure for contest in Tamworth.**

### **Presentation dinner**

The Presentation dinner will be held on Saturday evening. The winners of competition classes will be announced and presented with their prizes on this night.

Members of the meat industry will attend this function. Contestants are expected to attend dressed in smart and professional attire. Contestants are to behave in a manner that will bring credit to their colleges and the competition.

### **Student Membership**

Each student wishing to compete in the ICMJ contest must become a member of the Intercollegiate Meat Judging Association. This involves:

- Submitting a membership form – downloadable from the ICMJ website: [www.icmj.com.au](http://www.icmj.com.au) . The Membership form is also the registration of intent form.
- All forms must be received no later than Friday 12<sup>th</sup> June via the ICMJ website.
- The membership fee is included in the student package cost

### **Curriculum Vitae's**

All students wishing to compete in the ICMJ competition and be eligible for selection for the Australian team must submit a CV.

CV's will only be accepted electronically prior to the contest and no later than Friday 12 June.

The following criteria are recommended:

- Limit to a minimal number of pages
- All CV's must be accompanied by at least one relevant referee

Students should be aware that career opportunities within the meat and livestock industry will be discussed throughout the workshop and CV's may be provided to potential employers.

### **Contest instructions**

You are not required to provide teams before the competition. The team from each institution will consist of the 4 highest scoring individuals from that institution over all the classes.

Please note that at this stage the number of students that can compete from any one institution **is not limited**. However ICMJ reserves the right to limit team size if necessary.

Please ensure that students are familiar with the instructions in the Operations handbook (downloadable from website). **The students must understand these instructions before going on-site at Cargill processing plant.** Should there be any queries, please contact Rebecca before the Competition.

Our performance this year will influence whether future competitions will be held at Cargill Tamworth, so we need a collective effort from everyone to ensure the days success.

### **Equipment required for the Competition**

Each student will require for the Competition:

- Pencil
- Eraser
- Clipboard
- White coat
- Bump cap
- Safety glasses
- Gum boots – boots must be clean free of dirt. Cargills have the right to refuse entry to the plant if boots are not of an acceptable standard.

Blank paper for note-taking during the contest will be provided.

If you need to purchase any of the above equipment, you can contact:

Hepworths Industrial Wear  
[www.hepworths.com.au](http://www.hepworths.com.au)  
(02) 9829 5800

### **Q Fever**

Due to the severity of the Q-Fever disease, Cargills have a policy that all visitors to the plant must be either vaccinated against Q-Fever or wear a P2 mask.

Prior to the workshop and no later than 12 June, students must submit evidence of their Q-Fever vaccination via the ICMJ website

**Those students that do not submit evidence by 12 June will be required to wear a P2 face mask for the duration of the Competition.** This is a very strict condition that we must adhere to.

Any person found to remove their mask whilst inside the plant will be escorted from the premises and the Competition will end.

**P2 face masks will be provided by the ICMJ Association on the day.**

### **Directions to Wright lecture theatre (workshops)**

From Duval college, turn left towards the University campus. At the top of this road before the stop signs turn left. Follow this road until the end where you will find a carpark on your left. Wright Lecture Theatre is next to the Faculty of Meat Science on your right side of the road.

### **Maps of Armidale**

For anyone that's unfamiliar with Armidale, please visit the following website for directions:

[www.whereis.com.au](http://www.whereis.com.au)



### **ICMJ Behaviour Code of Conduct**

1. Coaches are to ensure all students are aware of the Behaviour Code of Conduct and that they represent their college/university in a responsible manner
2. Students are reminded that their behaviour throughout the ICMJ workshop can influence their selection for the final group of students to attend the Australian Meat Grading Training Week in Brisbane and ultimately the team to represent Australia in the USA
3. There is to be no socialising in the outdoors areas within the accommodation grounds after 9pm
4. There is to be no congregating of students in accommodation rooms or hallways after 9pm
5. If students wish to stay up past 9pm, they are to do so in the Dining Hall Lounge area or the Recreation Room
6. Students are to be considerate of others when returning to their rooms at night
7. Excessive consumption of alcohol or use of illegal substances will not be tolerated.
8. Any damage to the rooms or accommodation facilities will be repaired at a cost to the student responsible.
9. In the event of a breach of the Behaviour Code of Conduct, the student/s and their coach will be asked to explain their behaviour to an ICMJ committee member. The outcome could result in disqualification from the ICMJ Contest and is at the discretion of two members of the Executive – President, Secretary, Treasurer, Chief Steward.

### ICMJ Coaches checklist

<b>Item</b>	<b>Due</b>	<b>Checked</b>
Submit student and coach register to ICMJ via website	Friday 12 June 2009	
Ensure each student has a copy of the ICMJ Manual – ‘Guide to evaluation of beef, lamb and pork’		
Ensure each student has read the ICMJ Manual prior to the workshop	Tuesday 30 June 2009	
Students to complete student membership form (downloadable from website)	Friday 12 June 2009	
Collect any Q-fever documentation from vaccinated students and scan if necessary		
Students to complete a CV/resume	Friday 12 June 2009	
Coaches to collate all student documentation and preferably submit all students information at one time via the website	Friday 12 June 2009	
Collect student fees		
Forward student fees to ICMJ following invoicing		
Ensure each student has the following equipment: <ul style="list-style-type: none"><li>• Pencil</li><li>• Eraser</li><li>• Clipboard</li><li>• Clean gumboots</li><li>• White coats</li><li>• Bump cap</li><li>• Safety glasses</li></ul>		