

# Fly Dressers' Guild Awards

## Assessor's Guide

### Overview

The Fly Dressers' Guild (the "FDG") exists to promote fly tying as an interest for all, regardless of age sex race or ability

Fly tying is fun. It is important that tiers of all levels enjoy their sessions and see progress from one session to the next.

The assessor's role, whether for a branch member or an outside candidate is important in maintaining standards, ensuring credibility and making any award a worthwhile achievement.

Assessments must be made fairly and objectively.

*Assessor's personal styles and preferences cannot be allowed to influence their judgement.*

***Thank you to everyone who has agreed to act as an assessor at whatever level.***

### Qualifications

There are many formal qualifications for assessors however, as the FDG is not involved in awarding nationally recognised qualifications at this time, it is not necessary for an assessor to be formally qualified. Any experience of carrying out assessments is clearly an advantage but a sound knowledge of fly dressing is a definite requisite.

It is important that the assessor fully understands the techniques and methods used in any level of award so that they can assess the submitted flies in an authoritative way.

Assessors have been chosen by branches and by the Awards Manager based on their experience as fly tiers, instructors and general knowledge about fly tying.

### The Assessor's role at branch level

Assessors within a branch will be expected to carry out Bronze and Silver level assessments for their own candidates. Whenever possible the assessor and instructor should be different but it is appreciated that within smaller branches this may not always be possible.

Assessors within branches may also be asked to assess candidates from other nearby branches. Local branches could and should act together to formalise a local assessment system which would enable all their candidates to be independently assessed.

### **The Assessor's role for candidates outside a branch**

Assessors may be asked to carry out independent assessments on individual members who are not part of any branch. While there is an expectation to carry out in-house assessments, there is no obligation to do assessments for non-branch members. Assessors who are willing to carry out these types of assessments should make mutually agreeable arrangements with the candidate on an individual basis.

### **Assessor's role at Gold level**

Anyone carrying out a Gold level assessment should not know the identity of the candidate who submitted the flies. The flies will be submitted through the Awards Manager, who can be contacted on:- [awards@flydressersguild.org](mailto:awards@flydressersguild.org). The Awards Manager will forward the flies anonymously to a suitable assessor.

### **Principles**

For branch members, only assessors registered with the FDG may recommend candidates for Bronze or Silver Awards. They may do this directly to the Awards Manager or via the branch secretary. Candidates from outside the branch structure may submit their assessments via the Awards Manager, who will arrange an assessor for them.

Instructors doing assessments for Silver or Gold levels should retain one of the three flies of each type submitted for a period of six months from the date of submission.

Gold Awards are recognition of a high level of tying and will be assessed only by instructors acting as assessors approved centrally by the Awards Manager.

### **Before carrying out any assessment.**

Assessors must ensure the subject of an assessment is a fully paid up current member of the FDG. These awards are limited to FDG members only.

If there is any doubt the assessor should contact the membership secretary via email:- [membership@flydressersguild.org](mailto:membership@flydressersguild.org) to clarify the candidate's status.

### **The Assessment**

The flies to be submitted for assessment are clearly outlined in the relevant booklet.

For the Bronze level, three flies each of the five patterns should be submitted.

For the Silver level, three flies each of the seven patterns should be submitted.

For the Gold level, three flies each of the seven patterns should be submitted.

Flies should be submitted in such a way that they are protected in transit but the instructor must be able to inspect each fly closely without damaging it. A small fly box is ideal.

The examples of each fly submitted should firstly be assessed against the following criteria:

Correct use of materials:- correct type of hook, listed materials or, if a substitute has been used, is it appropriate?

Proportion :- Does the fly look “balanced” ? Are the tails, wings etc. in proportion, has the candidate used the correct width of tinsel or ribbing.

Techniques:- Are the component parts of the fly tied in correctly and in the right place? Is the fly secure. Gentle pressure may be applied to parts of the fly to test this. The techniques used are listed in the relevant level booklet.

Any errors and problem areas should be recorded on the assessment sheet.

The flies then should be compared against each other for consistency. Are all the flies identical or as near to identical as makes no difference. Count the number of turns of ribbing, measure length of tails against each other and so on.

Again, any problems should be recorded on the assessment sheet.

### **The Assessment sheet**

The sheet has a space beside each fly for the assessor’s comments. There is also a Pass or Fail check box for each fly.

The assessor should record any problems identified and whether the set of each individual fly is a pass or fail in the appropriate column.

### **Pass or Fail?**

It will always be difficult to say exactly what constitutes a failure on any given pattern. Clearly a major error will be an immediate fail. However, a minor error, repeated consistently on all three flies may not be. We do not expect perfection at the Bronze and Silver levels and flies with one or two minor mistakes may still pass.

Equally it is may be that one set of three flies fails while the other flies are of an acceptable standard.

A candidate may pass with one set of flies and fail with another. It will not be necessary for them to re submit any set that passed, simply re submit any failed pattern(s)

### **Feedback**

It is only right that the candidate gets full and constructive feedback for all award submissions. In the case of Bronze or Silver levels at branch level this should be done locally and candidates should be given a copy of the assessment sheet plus a written copy of any advice given by the assessor. This may be done on the assessment sheet.

For Gold levels, any feedback from the assessor must be given in writing and should cover in depth any areas where improvement is necessary.

Feedback should be accurate and constructive, offering guidance where the candidate has clearly struggled with a technique or particular fly. It should also contain praise where for example a set of flies are well tied. Assessors should indicate to the candidate when they feel that the candidate should progress to the next level of awards and if that is not immediately, then give the candidate a time scale.

### **Record keeping**

It is only by keeping proper records and samples of the flies that have reached an award level that the FDG can maintain confidence in the system and ensure consistency in the assessments made and standard of flies submitted.

For all levels the assessor should keep:-

- One of each set of the flies submitted.
- A copy of the assessment sheet.

These should be retained for 6 months from the date of assessment.

For all levels the candidate should keep:-

- One of each set of the flies submitted.
- A copy of the assessment sheet.

For Bronze level, the third set of flies may be lodged with a candidate's branch or retained by the candidate depending on local practice.

For Silver levels, the third set of flies must be lodged with an identified assessor at the branch or sent to the Awards Manager for safe keeping and future reference. These should be kept for 6 months from the date of assessment

For practicality, at Bronze and Silver levels unless any candidate fails his or her assessment the requirement to retain the flies can be dispensed with.

For Gold level, the assessor should send the flies back to the Awards Manager. They will then be retained by the Awards Manager for 6 months from the date of independent verification.

### **Independent review**

Any one submitting flies to the Fly Dresser's Guild for assessment agrees to the following terms:-

To ensure consistency throughout the Guild programme, the Awards Manager may at any time ask to see the records kept (including personal data) and flies submitted for any award that is granted.

The flies and records (including personal data) may be passed to an independent person for review and confirmation of the standard.

### **Appeals process**

All appeals against a decision made by an assessor must be made in writing to the Awards Manager and / or local person responsible within 4 weeks of the date of assessment

It is likely that some candidate will be disappointed with a failure to reach a standard. This disappointment should be managed by the assessor, by giving good feedback, positive encouragement and suggesting how the candidate can achieve the standard.

However, in some cases the candidate may feel that they have been judged unfairly or too harshly. They may wish to appeal the assessor's decision.

### ***For in-branch candidates***

*In respect of Bronze level awards:-*

Any appeal should be made to the assessor and person responsible for the awards scheme within the branch. A second assessment can be arranged within branch. If the candidate is still not satisfied they should follow the appeals process for the Silver level.

### ***Silver level appeals***

Such appeals should be made to the person responsible for the awards scheme within the branch. That person will send the full set of flies and assessor's report to the Awards Manager who will arrange for an independent assessment to be carried out.

### *Gold level appeals*

These will go directly to the Awards Manager who will arrange a second independent assessment. The result of this assessment will be binding on all parties.

There is no further right of appeal when this process has been exhausted.

The relevant flies will be returned to the assessor and candidate after the second assessment is carried out.

### ***For non-branch candidates***

#### *In respect of Bronze level awards:-*

Any appeal should be directly made to the assessor at the time of assessment. The assessor will send the full set of submitted flies and their report to the Awards Manager who will arrange an independent assessment.

#### *Silver and Gold level awards*

The candidate will receive notice of their failure from the independent assessor. They should submit any appeal to the Awards Manager, together with the flies and copy of the assessor's report. The Awards Manager will arrange for the full set of flies and report to go to a second independent assessor. The result of this assessment will be binding on all parties.

There is no further right of appeal when this process has been exhausted.

The relevant flies will be returned to the assessor and candidate after this assessment is carried out

**Fly Dressers Guild Awards Scheme.**

***Assessment sheet***

**Level:-**.....

**Candidate's name:-**.....

**Date of assessment**

**Membership number:-**

Fly	Assessor's comment	Pass/Fail

**General comments:-**

**Signature**

**Assessor** .....

**Candidate**.....