



# Judging Panel 2020

## GENERAL INFORMATION

Expressions of interest in being a judge of the New Zealand Book Awards for Children and Young Adults are invited from members of the public with relevant experience, and from the children's literature community. They may be authors, publishers, academics, reviewers, critics, booksellers, librarians, and beyond. What is important is that they have:

- A wide knowledge and appreciation of New Zealand children's literature.
- Relevant experience and/or qualifications and a recognised standing in the field of children's literature.
- An appreciation of book illustration and design.
- The ability and a commitment to work to the timelines required for the judging process.
- The availability to travel as required to judging panel meetings and to the awards ceremony.

Judging of the titles submitted in the English language categories for the New Zealand Book Awards for Children and Young Adults will be undertaken by a team of five judges, one of whom will be appointed as convenor. The five judges will be appointed to the panel by the New Zealand Book Awards Trust. Judges for Te Kura Pounamu Award, for books entirely written in te reo Māori, are selected and appointed by Te Rōpū Whakahau, the national body representing Māori within the Library and Information profession in Aotearoa New Zealand.

### **Role of the English judging panel**

The five-person judging panel has responsibility for:

- Working with the Awards Administrator to meet judging deadlines.
- Reading all books entered (approximately 150) and establishing a shortlist of up to five titles in each of the following categories:
  - Picture Book Award
  - Junior Fiction Award
  - Young Adult Fiction Award
  - Non-fiction Award
  - Illustration Award
  - Best First Book Award
- Selecting a winner in each of the six categories.
- Together with Te Kura Pounamu panel, selecting the Margaret Mahy Book of the Year from the six main category winners (including Te Kura Pounamu winner).

- Contributing to the preparation of the Judges' Report.
- Sharing the tasks of writing comments on each of the finalists for the finalists' booklet and website, and preparing citations for the winning books to be read at the awards ceremony.
- Participating in presentations at the awards ceremony.
- Media statements and interviews (possibly during the day or evening) around the announcement of the finalists and the winners.
- Contributing to the preparation of a confidential report on the judging process for the Book Awards Trust.

### **Role of the convenor of judges**

The convenor of the five-person English judging panel has responsibility for:

- Selecting the remaining judges in discussion with the Book Awards Trust.
- Guiding the judging process, in consultation with the Awards Administrator.
- Ensuring deadlines for judging are met.
- Advising the Awards Administrator, in confidence, of the judges' decisions on finalists and winners, by the agreed deadlines.
- Liaising with the Awards Administrator on administration and public relations questions.
- Representing the judging panel in media and public relations activities (e.g. meeting with sponsor representatives, press interviews). The convenor must be available (possibly during the day or evening) for media interviews for the key periods of the finalists' and winners' announcements.
- Compiling the written Judges' Report prior to the awards ceremony.
- Compiling the written judges' comments and statements on finalists and winners for publication on the website, in the finalists' booklet and at the ceremony.
- Preparing a statement providing an overview of the judging process and commenting in general terms on the nature and calibre of the entries, how the judges approached their task etc, to be read at the awards ceremony.
- Participating in presentations at the awards ceremony.
- Preparing a confidential report on the judging process, with recommendations, for the Book Awards Trust.

### **Specialist advisors**

The judging panel may wish to consult with outside experts on specific questions or issues. The Awards Administrator will organise an appropriate advisor.

### **Book Awards Trust**

The New Zealand Book Awards Trust represents the interests of the groups involved in the development of the NZ Book Awards for Children and Young Adults, in addition to the Ockham New Zealand Book Awards, and Phantom Billstickers National Poetry Day. The Trust has established the policy and direction for the NZ Book Awards for Children and Young Adults, and is committed to ensuring a high public profile for the Awards and associated promotional activities.

#### Current Members of the NZ Book Awards Trust are:

Publishers Association of New Zealand, Melanee Winder  
Booksellers NZ Board, Jenna Todd

LIANZA, Anne Morgan  
New Zealand Society of Authors, Catherine Robertson  
Independent members, Nicola Legat (chair), Paula Morris, Karen Ferns and David Bowles

### **Role of Awards Administrator**

It is the Awards Administrator's role to support and assist the judges in the judging process and to ensure deadlines for the judging process are met. While the Awards Administrator may attend judging meetings, they have no involvement in the judging decisions. Judges may call for advice or assistance at any time during the judging process and should direct all communication through the Awards Administrator.

### **Judging Timeline / Commitment**

#### **2019**

4 Nov – Expressions of interest due from potential judges

19 Nov – Judging panel confirmed

20 Nov – Call for submissions

27 Nov – Judging panel announced (media release)

Early Dec – Judges' briefing meeting (teleconference)

Mid-Dec 2019 to end-Mar 2020 – Judges' reading period. Books will be sent to the judges in batches (approx 150 books in total)

#### **2020**

6 April – Judges' finalists meeting (location tbc)

25 May – Judges' winners meeting (location tbc)

Early to mid-August – Awards Ceremony (Wellington, date tbc)

### **Honoraria & Expenses**

Judges receive a full set of books submitted for the awards together with an honorarium for English language judges of \$1,500 (ex GST, before tax). The convenor of judges in the English language section will receive an honorarium of \$1,800 (ex GST, before tax).

Travel for attendance at meetings and the awards ceremony will be arranged by the Awards Administrator and costs borne by the Trust. Any other reasonable expenses which are incurred by the judges in connection with their task, such as postage or telephone calls, will be reimbursed.

The Book Awards Trust reserves the right not to appoint from the applications received, and reserves the right to appoint by invitation. Unsuccessful applicants are welcome to reapply in subsequent years.