

## Battles Secretary Job Description

Like any other job, Battles Secretary is to some extent what you care to make of it. It is quite straightforward so do not be put off by these rather wordy guidelines which are just to get you started:

Your Battle Sec email address will be [fwccbattles@gmail.com](mailto:fwccbattles@gmail.com) and you will be given the password for this when you take up your duties.

Of course as a committee member you sit on the monthly committee meetings. Basically, however, the Battles Sec's responsibility is to request, collect and deliver the images for competitions against other clubs. This is done in close liaison with both the Club Secretary and Webmaster who kindly transmit your various messages to club members. You choose a team of at least 3 experienced members to select which images should be used to represent the club. How active you are in the image selection process will depend on your assessment of your own experience. You are responsible for liaising with our opponents and for the delivery of the chosen images in time for the competitions plus of course the return afterwards of prints to the members who submitted them. It is normal to vary the team a bit from time to time and also occasionally to invite a less experienced club member to sit in on the proceedings.

We enter competitions to win but like to think of ourselves as a being primarily a friendly club where we can have a bit of fun and enjoy our hobby. Therefore we want everyone to feel included and this means **encouraging all members** (not just the top photographers in the P class) to submit images. It will be clear to you, however, that their chances of selection are better in some competitions (e.g. Warminster Prints) than others but you never know and there have been some pleasing surprises. Similarly, do send a 'thank you' email by return on receipt of digital images and congratulate members whose digital or print images are subsequently selected to represent the club and wish them all the best in the competition.

Also circulate the names of those who have had images selected to everyone who submitted images so that the rest are not kept in suspense. Prints contributors should also be thanked at this stage in the block mailing. Finally in this section, ensure that all club members know the result of the external competitions showing encouragement and appreciation to all but with a special word of praise to the high scorers – it is only fair that their achievements should be recognised.

You will find the Western Counties Photographic federation (WCPF) Directory a useful reference source but the main contacts are:

Venue Submission Dates  
(2017/8)

- |   |                  |  |
|---|------------------|--|
| A | 22/09            | Kingswood Salver: <a href="mailto:dianamwynn@gmail.com">dianamwynn@gmail.com</a> / <a href="mailto:secretary@wcpf.org.uk">secretary@wcpf.org.uk</a>  |
| A | 27/10            | Calne Camera Club: Geoff Hawkins <a href="mailto:info@calnecameraclub.co.uk">info@calnecameraclub.co.uk</a>  |
| A | 27/12            | Western Counties Photographic Federation DIPIC: Pam Sherren <a href="mailto:dpic@wcpf.org.uk">dpic@wcpf.org.uk</a>   |
| H | 05/01            | Warminster Camera Club: Mil Chimley (female!) <a href="mailto:warminstercameraclub@gmail.com">warminstercameraclub@gmail.com</a>   |
| A | <del>16/02</del> | Mid Somerset Camera Club: <a href="mailto:geoff.corris@btinternet.com">geoff.corris@btinternet.com</a> Andrew Wade <a href="mailto:msscsecretary10@gmail.com">msscsecretary10@gmail.com</a>  |
| A | 02/03            | Warminster Battle (away) see above   |
| H | 13/04            | Tri Battle: (at Beckington this year so someone else next year )<br>Norton Radstock Photographic Soc: Mike/ Margot Witcombe <a href="mailto:margotwitcombe@talktalk.net">margotwitcombe@talktalk.net</a><br>Frome Selwood Photographic Society: Pip Rabbits <a href="mailto:fromeselwoodps@live.co.uk">fromeselwoodps@live.co.uk</a> |

Note that the Programme Secretary, currently Loveday Powell [l.powell@blueyonder.co.uk](mailto:l.powell@blueyonder.co.uk) 07706 698446, normally arranges all 'Home' events but it is the Battles Sec's responsibility to check this has been done for Home Battles as well as arranging Away Battles. Also confirm arrangements with our opposite numbers.

Note that most Western Counties Photographic Federation events and competitions can be accessed from <http://www.wcpf.org.uk> They have lists of judges too but you will probably want to take advice on this from more senior committee members who have a better idea about what the various judges are like.

When we are the host it is up to you to engage and subsequently pay the judge in association with the Hon Treasurer, currently Alan Denison, [alan\\_denison@hotmail.com](mailto:alan_denison@hotmail.com) 01373 474722 07711 388631

Also find out how far in advance the Judge likes to have the images. It never does to assume so make sure at an earlier committee meeting that everything is on track including catering arrangements, image projection, display and scoring etc. Don't try to do all of this yourself - you are the coordinator. Get your team together. The visiting clubs should be given plenty of notice including venue details and competition rules. If it is an Away Battle then find out their various details from opposing club secretary.

Ensure that Battles details are announced at meetings, including our cut off dates which allow time for image selection and delivery to the Judge. This to be backed up by block emails to all members and a web site announcement. Just for information, this is the last one I sent out but you will have your own style:

Just a reminder: The forthcoming Tri-Battle is our last Battle of the season as well as being a home match and we need lots of images - One digital image and one print please (different images) in the following 15 categories: Curves, Unusual perspectives, Happiness, Pencils, Glasses, Shoes, Portraits with hats, Food, On the beach, Triptych, Dance, Street, Purple, Light and Shadow, Music. Do what you can. I doubt if anyone will manage to fill all categories though you might like to accept that as a separate challenge!

Digital images to [fwccbattles@gmail.com](mailto:fwccbattles@gmail.com) to be to the usual club competition requirements i.e. jpg format, using sRGB colour space with those in Portrait format no greater than 1050 pixels high and the Landscapes no more than 1400 pixels wide and 1050 pixels high. A resolution of 72ppi is fine for projection but you usually need 300ppi for printing.

The title of image and photographer's name only under each digital image please and printed images mounted on 400mm x 500mm board with no text on the front and image title and photographer's name only on the back.

Friday 20th April is the deadline for submissions so you had better get cracking!

It is normal to write a short note of thanks to the judges afterwards.

Images are normally solicited 5 weeks before a competition and collected (prints placed in the box) 4 weeks before the competition with a selection date a few days later but check with the opposing Club or Battles

Secretary when they want them as different judges have different requirements. Two weeks before is the norm.

### **On the Night with Home Matches**

Battles Secretary is responsible for scoring and for display of images but obviously can't do both at the same time so delegation is required. Rosy is very cooperative with the scoring.

White gloves required for print handling – ask Andrew Washington

#### **Battles**

#### **Usual Requirements**

Kingswood Salver (Bristol)	5 Prints from different authors	Open
Calne	10 Digital	Open
W Counties ?DIPC	10 Digital	Open
Warminster Prints Day	10 Prints	Open
Mid Somerset (at Beckington this year)	15 Prints, 15 Digital	Open
Warminster Battle (away)	15 Prints, 15 Digital	Open
Tri Battle (probably at Beckington )	15 Prints, 15 Digital (on the night)	Subjects chosen by host club,

Remember, we like to think of ourselves as a friendly club and it is important to remember that the way you handle things could have quite an influence on how our members see us. So effectively you have an important function in keeping the club happy and running smoothly!

One final thing is do keep records, especially of images used in battles, as some competitions rule that they should not be reused.

Good luck and have fun yourself.

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