



# Project Charter: Judge Levels

Judge Foundry's Judge Levels Project is tasked with the ongoing maintenance of the organization's judge level system. This project is designated as a Critical Project.

The Judge Levels Project uses the common project structure.

The project will be led by the Judge Levels Manager. The Judge Levels Manager must be a level five member of Judge Foundry.

The Panels Project and Exams Project are subordinate projects, but the Judge Levels Manager may not appoint the managers of these subprojects.

While complying with the bylaws and policies of Judge Foundry and instructions from the board of directors, the Judge Levels Manager will have autonomy to manage judge levels.

The duties of the Judge Levels Manager are:

- to set details of the requirements and procedures for advancement to each judge level
- to set details of the maintenance requirements and procedures for each judge level
- to set the passing score for each advancement and maintenance exam
- to set the length of the cooldown period between attempts for each exam
- to provide direction to the Panels and Exams Projects for the fulfillment of their related duties
- to report to the board of directors all changes to detailed level definitions or advancement or maintenance requirements or procedures
- to report regularly to the board on the status of the project and to request help as needed
- to inform Judge Foundry members of changes to judge levels
- to approve exceptions on a case-by-case basis for requirements for advancement under significant and exceptional circumstances
- to make a recommendation that the board of directors appoint a Judge Foundry member as the Panels Manager
- to make a recommendation jointly with the leader of the Operations Roles Project that the board of directors appoint a Judge Foundry member as the Exams Manager

The Judge Levels Manager may not:

- add or remove judge levels
- alter any provision on judge levels, advancement, or maintenance stated in Judge Foundry's bylaws or resolutions
- overrule an interviewer's good-faith decision to promote or not promote a candidate
- demote a member to a lower level (correcting a clerical error that lowers an erroneous judge level is not considered a demotion)