

## REFEREE EVALUATION PROCESS

Swim Alberta and the Alberta Officials and Competitions Committee (AOCC) has developed the following Evaluation Process for Referees as a resource to align with the Certification Pathway developed by Swimming Canada.

The [Swimming Canada Officials Certification Pathway](#) provides the minimum requirements for all officials in Canada. Each province may have requirements in addition to these minimum standards.

In a candidate's first year of service as a referee it is important that they gain as much experience as possible in both the referee and other on-deck roles. It is strongly recommended to work with a mentor and to observe other officials in various roles. Diverse experience (different clubs, pools, and cities) will help the referee develop a complete perspective.

All referees are encouraged to do their first evaluation once they have begun working in the role of referee and have some experience, as the first evaluation is an opportunity for the referee to receive feedback.

To be eligible to work at Swim Alberta provincial competitions, the referee must have two successful evaluations. Referee's wanting to work on the National pool deck are required to have two additional successful evaluations. At each evaluation, the Referee must demonstrate they have the experience and the skills to be successful once the evaluation is complete.

### **Requirements**

All minimum requirements have been completed as per the [Swimming Canada Officials Certification Pathway](#), as well as any additional requirements of Swim Alberta. Each evaluation has its own set of requirements.

#### **1. First Evaluation**

- Refereeing experience meets the minimum requirements of Swimming Canada's Officials Certification Pathway.
- Can occur at a local competition.
- Recommended to occur at a Time Final competition, however Swim Alberta may consider other competitions appropriate for the first evaluation.

2. **Second Evaluation\*** – to be eligible to referee at Swim Alberta Provincial Competitions.

- Refereeing and clinic instruction experience meet the minimum requirements of Swimming Canada's Officials Certification Pathway. Swim Alberta and the AOCC recommend that referees exceed the minimum number of referee shifts to ensure a successful second evaluation.
- Must occur at a Level 4: Provincial Series or Level 5: Provincial Competition as sanctioned by Swim Alberta and include both heats and finals sessions on the same day.
- Must take place at a different pool than the first evaluation.
- At least one year of active service as a referee, including at least three competitions working both heats and finals sessions as a referee.
- At least one year of active service as a referee, working a variety of positions, including a minimum of two sessions as a Stroke Judge or Inspector of Turns.

*\*After successful completion of the second evaluation the candidate is eligible to referee at Swim Alberta Provincial Competitions.*

3. **Third Evaluation** – for those working towards being eligible to officiate at National events.

- Refereeing experience meets the minimum requirements of Swimming Canada's Officials Certification Pathway.
- Must occur at a Level 4: Provincial Series or Level 5: Provincial Competition as sanctioned by Swim Alberta and include both heats and finals sessions on the same day.
- Must occur at a pool outside of the referee's region, meaning travel to another city.

4. **Fourth Evaluation** – for those working towards being eligible to officiate at National events.

- Refereeing and clinic instruction experience meet the minimum requirements of Swimming Canada's Officials Certification Pathway.
- One year of active service as a referee eligible to work at Provincial Competitions. One year should include a minimum of eight (8) competitions, taking place at different pools and competition formats.
- Must occur at a Level 4: Provincial Series or Level 5: Provincial Competition as sanctioned by Swim Alberta and include both heats and finals sessions on the same day. Swim Alberta and the AOCC recommend that that this evaluation occur at the Provincial Championships or a similar calibre competition.

## Evaluation Requests

To Apply, complete the online form found here: [Referee Evaluation Request Form](#)



## Evaluation Process

Swim Alberta will review the officials record and the application form. Swim Alberta will forward all requests that meet all necessary requirements to the AOCC for approval.

- Swim Alberta or the AOCC may ask for additional information or clarification regarding the candidate's experience.

If the AOCC determines the candidate is ready for an evaluation, Swim Alberta will assign an evaluator and confirm an appropriate sanctioned competition in which to have the evaluation completed.

At the discretion of the AOCC, the candidate may be asked to redo any evaluation to ensure proper development.

To apply for Level 5 certification, the candidate must fill out [Swimming Canada's Level 5 application form](#) and submit it to Swim Alberta at [mrahman@swimalberta.ca](mailto:mrahman@swimalberta.ca). This document will be reviewed by Swim Alberta and the AOCC. If accepted, the application will be forwarded to Swimming Canada's Officials Committee for final approval.