



## OFFICIALS REGISTRATION AND MEMBERSHIP POLICY

### DEFINITIONS

1. The following terms will have these meanings:
  - a. *Member Club or Affiliated Club*: an organized corporate swimming club/association or organized group of persons consisting of Swimmer Members whose main objective is the instruction and/or participation in competitive swimming, who has applied for membership, has agreed to abide by Swim Alberta's bylaws, policies rules and regulations and is registered with the association.
  - b. *Official Member*: Any individual who is acting as an official for competitive swimming competitions, who has applied for membership, has agreed to abide by Swim Alberta's bylaws, policies, rules and regulations and is registered with the Swim Alberta.
  - c. *Swimmer Member*: Any individual who is a swimmer registered with an affiliated club and has applied for membership, has agreed to abide by Swim Alberta's bylaws, policies, rules and regulations and is registered with Swim Alberta.

### PURPOSE

2. The purpose of this Policy is to describe the rights, conditions and obligations for membership as an Official Member with Swim Alberta.

### SCOPE AND APPLICATION

3. Any individual who is acting as an official for a Swim Alberta sanctioned swimming competitions or Alberta Summer Swimming competitions, and who is registered with Swim Alberta under this Policy is considered to be an Official Member.
4. It is incumbent upon the Official Member to manage their certification levels.

### MEMBERSHIP APPLICATION

5. Individuals who intend to be an official with Swim Alberta must register annually through the Swimming Canada online registration system through either their Club and/or Swim Alberta and must meet the definition of an Official Member in accordance with the Swim Alberta Bylaws.
6. Any Official Member connected to an affiliated club through a current registered swimmer member, either themselves or a dependent (other than a spouse), will register through the Affiliated Club.
7. Any Official Member not connected to an affiliated club through a registered swimmer member, is required to register directly with Swim Alberta.
8. At the start of each membership year, the status of all officials in the registration system is set to Inactive. A Club and/or Swim Alberta must update the status of officials to active via registration system for a Official Member to be considered registered.

---

Govern, lead and support competitive swimming.

[www.swimalberta.ca](http://www.swimalberta.ca)

APPROVED: MARCH 18<sup>TH</sup>

BOARD OF DIRECTORS OF SWIM ALBERTA

Page 1 of 2

9. All Officials must register annually as an Official Member in the Swimming Canada online registration system through either their club and/or Swim Alberta within two weeks (14 days) of commencing activity as an Official Member.
10. Swim Alberta, at its sole discretion, can deny membership.
11. Officials must agree to adhere to any rules, policies, and guidelines determined by Swim Alberta, including but not limited to the Swim Alberta Equity, Inclusion and Universal Access Guiding Principle, Swim Alberta Safe Sporting Environment Guiding Principle and the Swim Alberta Code of Conduct and Ethics Policy.

#### **MEMBERSHIP YEAR AND DUES**

12. Unless otherwise determined by the Board of Directors, the membership year for Official Members is September 1<sup>st</sup> to August 31<sup>st</sup>.
13. Official Members will not be assessed a registration fee either by the Club or Swim Alberta.

#### **MEMBERSHIP PRIVILEGES**

14. All officials in good standing are entitled to:
  - a) Receive communications from Swim Alberta.
  - b) Access in-person and online clinics to further develop themselves as officials.
  - c) If eligible, volunteer as an official at Swim Alberta and Swimming Canada sanctioned meets as well as those meets sanctioned by other provincial sections.
  - d) Attend meetings or activities for officials hosted by Swim Alberta.
  - e) Recognition as a Swimming Canada Official.
  - f) Be eligible for consideration for officials travel and development grants and funding programs offered through Swim Alberta.

#### **WITHDRAWAL, DISCIPLINE, SUSPENSION AND TERMINATION OF MEMBERSHIP**

15. Any Official Member who wishes to withdraw from membership must give notice in writing to Swim Alberta's Executive Director.
16. Any Official Member may be sanctioned, suspended or expelled from Swim Alberta in accordance with Swim Alberta's bylaws, policies and procedures relating to discipline.
17. An Official Member may not resign from Swim Alberta when that Official Member is subject to disciplinary investigation or disciplinary action by Swim Alberta.

#### **INTERPRETATION**

18. In the event that this Policy conflicts or contradicts the Bylaws of Swim Alberta, the Bylaws shall take precedence.

#### **AMENDMENTS**

19. Swim Alberta reserves the right, in its sole discretion, to waive or modify any or all of the above criteria or procedures, if it deems that waiving or making modifications to this policy is in the best interests of swimming in the province of Alberta.

---

Govern, lead and support competitive swimming.

[www.swimalberta.ca](http://www.swimalberta.ca)

APPROVED: MARCH 18<sup>TH</sup>

BOARD OF DIRECTORS OF SWIM ALBERTA

Page 2 of 2