

## **Placement of Officials for Swim Alberta Designated Competitions**

The placement of advisory referees, referees, associate referees, starters, and those requiring evaluations will always be done in a way to ensure a technically proficient meet that allows for the highest level of performance by the swimmer.

Swim Alberta Designated Competitions include the following:

- Swim Alberta Championships (Spring and Summer)
- Swim Alberta Provincials (Short Course and Long Course)
- Swim Alberta Festivals (Winter and Summer; North and South)

## **Placement of Advisory Referees for Swim Alberta Designated Competitions**

Swim Alberta will place the “Advisory Referee” for all Swim Alberta Designated Competitions. Advisory Referees must be a Level 5 Master Official and be active in officiating at the provincial level and have experience at the national level. They should have the following qualifications and experiences:

- Previous experience in the role of Advisory Referee for club hosted meets.
- Experience working different types of meets – development, age group and senior level championships.
- Experience working with different clubs in different pool settings where possible.
- Strong mentorship skills.
- Collaborative leadership.
- Effective Communication
- Technically proficient in understanding the rules and working of the pool deck during a meet.

Swim Alberta will communicate out to potential Advisory Referees advising them of the opportunity. The Provincial Officials Committee Chair, Swim Alberta Executive Director or their designate and one other Level 5 Master Official will form a committee that selects all Advisory Referees. Swim Alberta at its sole discretion has the authority to appoint advisory referees.

In choosing the Advisory Referee, the committee looks at the placement of Advisory Referees from a provincial perspective to ensure opportunities for development are provided to not only the Advisory Referees, but other officials that will be working or assigned positions at provincial competitions.

**Placement of Referees and Starters for Swim Alberta Designated Competitions:**

Swim Alberta, through its designated Provincial Officials Committee and in consultation with the Advisory Referee, will request and place referees and starters for all Swim Alberta Designated Competitions including Festivals, Provincials and Championships. Requests to place starters from the host club will be considered.

Swim Alberta will put out a call directly to referees and to the Club Official Administrators for starters to confirm interest and availability. The Advisory Referee will confirm the final roster which will be sent to the Provincial Officials Committee for approval. The final roster should be available a minimum of 4 weeks prior to the competition.

*Guidelines for Placement of Referees and Starters:*

- Starters should be experienced and not new to “starting”
- Referees should in most cases be a level 4 active official. Consideration will be given to qualified Level 3 referees for the Swim Alberta Festivals.
- Referees should be placed for only one day of a provincial meet wherever possible. This helps ensure the development of other referees and also ensures a fair competition for our athletes.
- In the case of a heats and finals competitions the Referee and Starter must work both prelims and finals of the same day. They cannot just work either prelims or finals. If two pools are running for prelims one Referee and Starter should be placed at each pool. They will then work together at finals. If just one pool is running at prelims, two Referees/Starters can be identified - one for boys and one for girls.
- Swim Alberta will identify potential referees if needed.

Swim Alberta, through the designated Provincial Officials Committee, may choose to place one or two referees requiring their second evaluation at a Swim Alberta Designated Competition in order to obtain their level 4 Certification. In addition, Swim Alberta through its designated Provincial Officials Committee may work with the Meet Manager to place Associate Referees to provide them with experience and mentorship at a Swim Alberta Provincials or Championships. An Associate Referee is a developing referee who has completed their first evaluation but is not yet ready for a second evaluation.

Requests for referee evaluations and associate referee placement should be submitted at least six weeks prior to the date of the competition to Megan Narsing at [megan@swimalberta.ca](mailto:megan@swimalberta.ca). The Chair of the Provincial Officials Committee, upon consultation with the designated provincial official's committee, will communicate to the Meet Manager and/or Advisory Referee any evaluation or associate referees.