

## **ROLE OF THE ADVISORY REFEREE**

### Purpose:

The position is an “advisory” one. The position is meant to be a resource for Meet Management and the Officials Chair where the Advisory Referee provides leadership leading up to the meet. While at the meet, the Advisory Referee steps back and provides support and consistency from one session to the next.

### Qualifications:

Ideally the Advisory Referee should be an experienced official who has obtained a level 5 (Master) Official status and taken the Para Clinic.

### Roles and Responsibilities of the Advisory Referee:

1. For Swim Alberta designated competitions, the Advisory Referee is appointed as per the “Placement of Officials for Swim Alberta Designated Competitions” document. For all other multi-day meets it is highly recommended for clubs to appoint an Advisory Referee.
2. Advisory Referee’s should review the meet packages, especially when being named as the sanctioning referee.
3. The Advisory Referee should review the technical bulletin prior to its release, when one is used.
4. The Advisory Referee should be available for all sessions and they must attend the coaches technical meeting.
5. The Advisory Referee should work with or be consulted with in regards to the senior officials roster with either the Meet Manager or the Club Officials Chair. (referees and starters).
  - For provincial designated competitions, the Advisory Referee in conjunction with either the Meet Manager or the Officials Chair will submit the final roster for approval to the AOCC. The Advisory Referee should also review and work with the meet manager on ensuring adequate coverage.
6. The Advisory Referee should work with the Meet Manager to ensure that all is in place and all equipment necessary is in place for senior officials.

7. The Advisory Referee will confirm with the Meet Manager the names of any Para swimmer entries and ensure the Meet Manager distributes the Para Swimmer exception codes if applicable. Exception codes for classified Para Swimmers are available at: <https://swimming.ca/en/resources/para-swimming/para-swimming-classification/>
  - Swim Alberta will distribute the Para Swimmer exception codes for any Swim Alberta competitions with Para specific events (Provincial Competitions)
  - Advisory Referee's for Swim Alberta provincial competitions will also serve as the Para TA .
8. The Advisory Referee should ensure that a short briefing takes place between the Referee(s), Starter(s) and CFJ/CJE prior to the start of each session. The Advisory Referee will be a resource for interpretation and clarity of protocols and provide consistency in their delivery over the course of the meet.
9. The Advisory Referee should attend the general briefing and ensure that the Referee(s) covers all essential points.
10. While the Referee is arbitrator of the swim rules, if asked, the Advisory Referee will provide guidance so that the Referee can make their own decisions. If a decision made by a senior official puts someone at risk or compromises the integrity of the meet, the referee may step in and replace the official.
11. The Advisory Referee may be asked by the AOCC to sign-off on formal evaluations of Referees, if approval is granted by the AOCC for a referee seeking a 3<sup>rd</sup> or 4<sup>th</sup> evaluation to obtain a level 5 status.
12. The Advisory Referee shall mentor all first-time senior officials. If there are slow periods during the session, the Advisory Referee is encouraged to walk around the pool deck and check in with officials new to their roles. This should be discussed and agreed upon by the session referee prior.
13. The Advisory Referee may fill in for the Referee and Starter if the Referee or Starter need to step away from active duty, when asked.