



Ohio Swimming Inc. Chief Judge (CJ) Mentoring Form



CJ Trainee:	CJ Mentor:
Meet:	Location:
Session of Training:	Date:

Mentor Rating: C=Completed; M=More Mentoring or Practice Recommended; NA=Not Available at the Meet

CJ Skill Description	Rating
Pre-Session	
1. Arrived prior to warmups and is prepared to perform pre-session tasks.	
2. Delivered an appropriate USA Swimming Stroke briefing.	
3. Delivered thorough protocol and jurisdictional instructions.	
4. Procured deck equipment as appropriate for the meet (radios, clip boards, counters, chairs, DQ slips, RTO slips, etc.) as assigned.	
5. Successfully completed and communicated deck assignments.	
6. Determined RTO judges and distributed RTO slips.	
7. Overall, successfully completed pre-session assignments?	Yes or No
During the Session	
1. Adequately observed officials in CJ's jurisdiction, ensuring that proper protocol was maintained and officials were attentive.	
2. Responded promptly to hands raised within CJ's jurisdiction.	
3. Upon reaching the official, i) promptly identified what lane, ii) questioned the official as to what he/she observed, iii) confirmed what rule was violated, and iv) ensured the official was confident of the call.	
4. Provided succinct explanation of potential DQs to the referee with recommendation to accept or that further discussion was necessary.	
5. Completed DQ slips accurately and forwarded them promptly to the referee.	
6. Appropriately notified the swimmer/coach of the DQ after the referee confirmed the call and requested the notification.	
7. Cooperated with other CJs, referees, administrative officials, and other officials during the conduct of the meet.	
8. Used a mentoring attitude when talking to a ST official.	
9. Ensured RTO judges were in place at the appropriate time.	
10. Ensured officials and/or replacements were in place at the appropriate time at the start of the session, after a stroke transition, or when returning from breaks.	
11. Attended to the care, comfort, and morale of the officiating team, including proactively coordinating relief, water, refreshment, or other accommodations as appropriate.	
12. Overall, successfully completed during the session assignments?	Yes or No



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Post-Session	
1. Helped to collect assigned team heat sheets, delivered paperwork to the administration table, and confirmed receipt of the appropriate and complete paperwork.	
2. Thanked officials for their participation.	
3. Helped collect and return deck supplies.	
4. Overall, successfully completed post-session assignments?	Yes or No
Other Items	
1. Accepted suggestions and modified performance when requested.	
2. Maintained flexibility and adapted to unusual or unexpected circumstances.	
3. Showed firm knowledge of USA Swimming rules, meet structure, and protocols applicable to the meet.	
4. Showed cooperative and upbeat demeanor during the meet.	
5. Overall, was this a favorable observation?	Yes or No

Please elaborate on additional mentoring or practice to increase the Trainee's skills as a CJ:

Other comments:

CJ Mentor's Signature: _____ **CJ Trainee's Signature:** _____

CJ Mentor's email or phone: _____ **Return Form to:** pbirnbrich@gmail.com