

**PARENT'S**



**INTRODUCTION**

**TO**

**OFFICIATING**

# INTRODUCTION

*This booklet presents just a few of the options open to anyone who has the time, desire and willingness to give a little of themselves to help the many USA Swimming athletes that are working to fulfill their dreams -- whether their dreams be to finish their first race or to become an Olympic Gold Medal Winner.*



# PARENT'S



## INTRODUCTION TO OFFICIATING

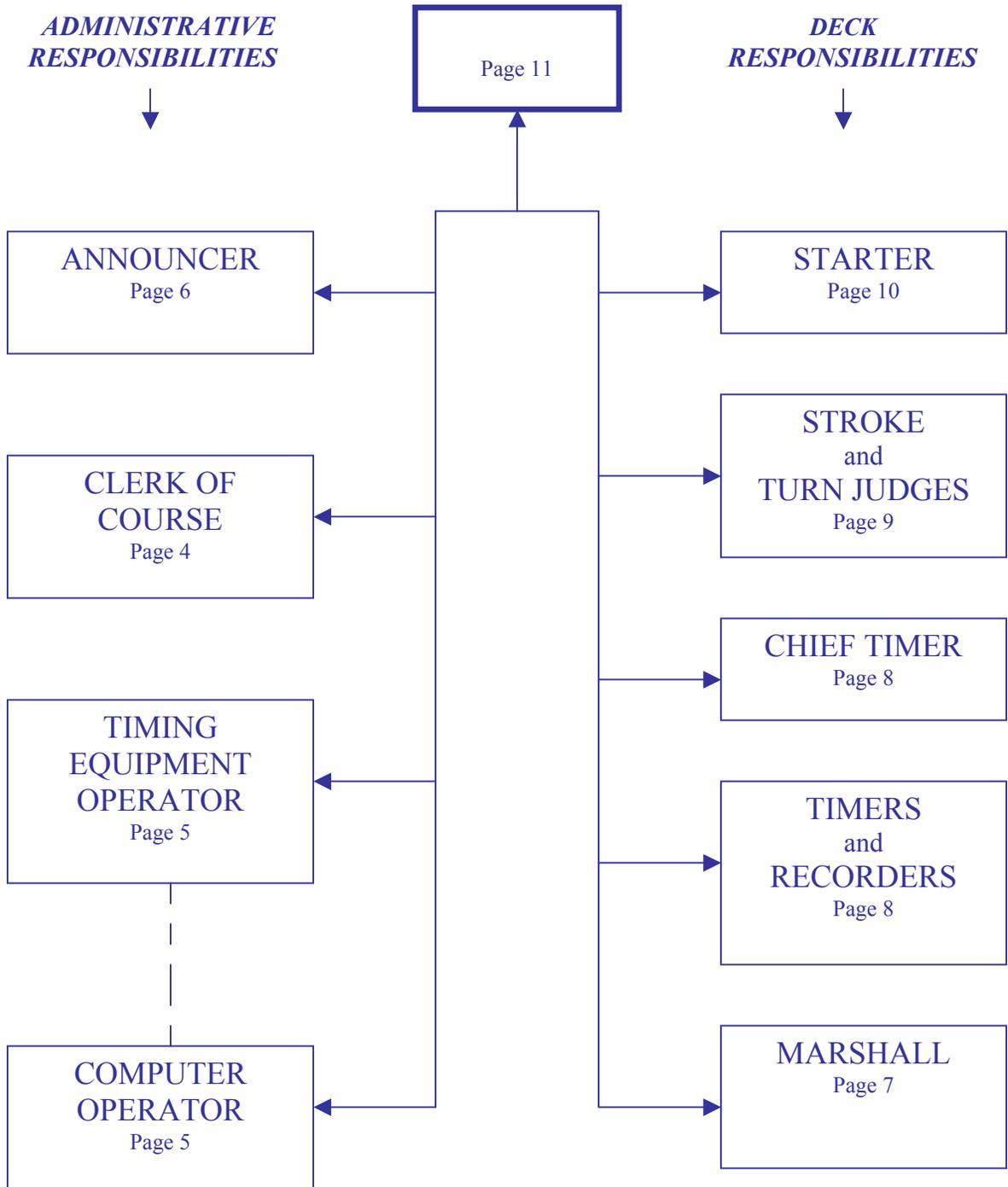
As the parent of a USA Swimming swimmer you have the opportunity to become involved with your child and their sport in various ways. One very instrumental way of contributing to the success of any program is by volunteering your time and effort. All USA Swimming Officials are volunteers and contribute greatly to the development of the program at all levels.

There are many levels of officiating that require different degrees of involvement and time, one of which is probably right for you.

The first step is to determine your area of interest. The following brief descriptions of the volunteers needed at every swim meet may help you make that determination.

Officials attend clinics, receive training, and are certified by USA Swimming. They are present at all competitions, to implement the technical rules of swimming and ensure that the competition is fair and equitable to everyone.

# SWIM MEET ORGANIZATION



# CLERK of COURSE

The **CLERK of COURSE** is a position where you have an opportunity to meet the Swimmers, Coaches, and Parents.

The **CLERK of COURSE** is responsible for all of the paperwork at the meet prior to the swimmer's event.

**CHECK-IN:** The swimmers report to the clerk that they are present and swimming the events previously entered by mail or other methods as described in the meet information.

**SCRATCHES:** The swimmers report their intent not to swim an event previously entered or a final for which they have qualified in preliminary heats.



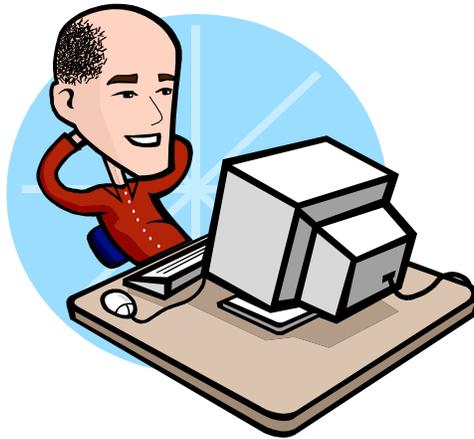
**SEEDING** is the assignment of each swimmer to a heat and lane according to their submitted entry time.

**ASSIGNMENT NOTICE:** Cards are handed out to the swimmers or lists posted with HEAT and LANE assignments so the swimmers know the proper place and time to swim their race. The cards or lists will also be used by the lane timers to record the swimmer's time at the completion of the race.

# **TIMING EQUIPMENT OPERATOR**

and

# **COMPUTER OPERATOR**



**If you like to work with electronic equipment  
this may be your niche.  
The best seat at the swim meet.**

The **TIMING EQUIPMENT OPERATOR** is responsible for the set-up and operation of the control console, touch pads, starting systems and score boards (when used). If the swim meet is seeded and the results recorded by electronic means there may be a link to a computer to process the input (entry and seeding of swimmers into the meet) and the output (final results of times swim) for meet results. The **COMPUTER OPERATOR** is responsible for electronic data entry, seeding of swimmers, and meet results.

During the swim meet the **TIMING EQUIPMENT OPERATOR** and **COMPUTER OPERATOR** work with the Meet Referee and other meet officials to maintain the smooth operation of the meet. This may include reporting equipment malfunctions or other problems and providing the swimmers with the times that are achieved during the meet.

# ANNOUNCER

What a **WAY** to see the meet and be actively involved.



The **ANNOUNCER** has the important role of maintaining interest throughout the swim meet.

The **ANNOUNCER** is in close coordination with the Referee, Meet Director and Starter. Some of the **ANNOUNCER** duties are to announce who is swimming, team affiliations, results of preliminary heats, scratch deadlines and any other information or facts that may provide for smooth operation of the swim meet.

**Must be swift of tongue**

**With the gift of gab**

## **MEET MARSHAL**



**SAFETY:**  
**HAS BECOME AN IMPORTANT ISSUE AT USA  
SWIMMING MEETS.**

The **MEET MARSHAL** is assigned one of the most important responsibilities of the meet, **SAFETY ENFORCEMENT.**

This includes controlling swimmers behavior in and out of the pool and maintaining order in the swimming venue during the meet.

## **TIMERS** **CHIEF and LANE**



**TIMERS ? ?**

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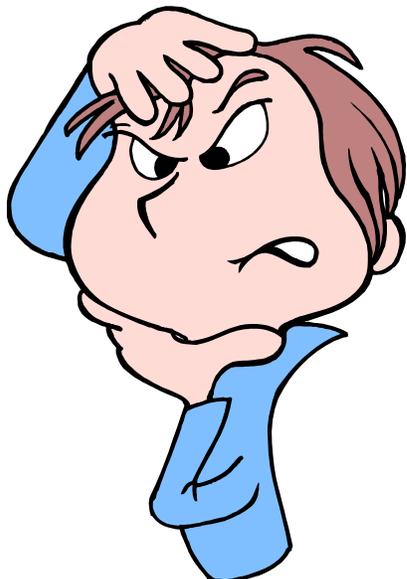
**WE NEED  
TIMERS !!!!!**

**LANE TIMERS** are where most Parents start as Volunteers. The most important single statistic at a swim meet is the time a swimmer achieves during their race.

As a **LANE TIMER** you operate various timing devices such as watches or buttons that are attached to the automatic timing equipment. **LANE TIMERS** are responsible for starting their watches at the starter's signal and stopping their watches or activating the push buttons when any part of the swimmer's body touches the wall. The watch time is then recorded and used to determine the race results.

The **CHIEF TIMER** assures that all lanes have timers and button pushers. The **CHIEF TIMER** starts a watch on every race and acts as a backup timer if a timer's watch fails. The **CHIEF TIMER** is also responsible for the training of Lane Timers.

## **STROKE JUDGE** & **TURN JUDGE**



The position of **STROKE JUDGE** and **TURN JUDGE** may be combined into one position called the **STROKE and TURN JUDGE**.

The **STROKE JUDGES** walk abreast of the swimmers, observing from the side of the pool the swimmers in their jurisdiction. Swimmers are observed from the time they take their first arm pull after entering the water to the completion of their race. The **STROKE JUDGES** are there to ensure compliance with the rules relating to each stroke.

The **TURN JUDGES** observe the swimmers from the end of the lane(S) to ensure that the turns and finishes comply with the rules applicable to each stroke.

## STARTER

The **STARTER** ensures that all swimmers receive a fair and equitable start.

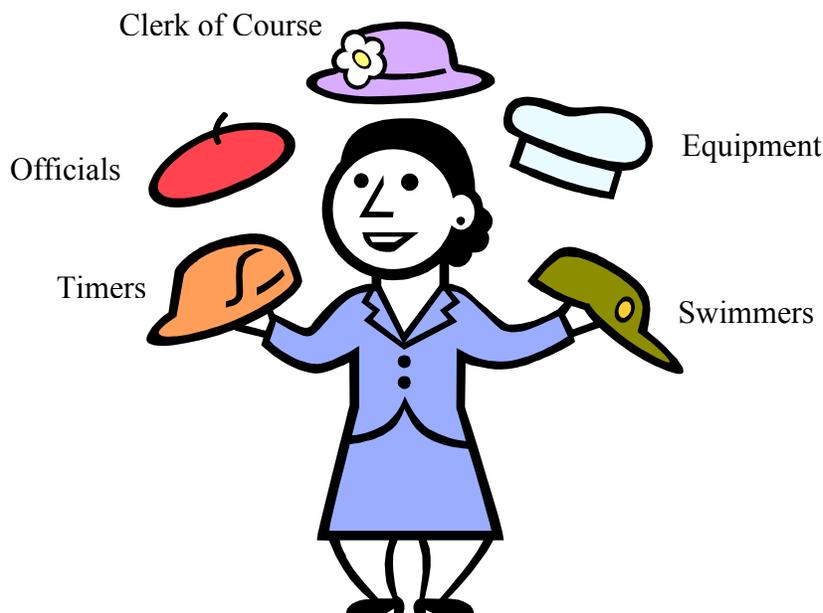


The **STARTER** works closely with the Referee, assuming responsibility for the race at the Referee's signal. At that time the **STARTER** announces the event being swim and directs the swimmers to "take their marks" ensuring that no swimmer is in motion prior to the starting signal.

**STARTERS** are also responsible for ensuring that the starting equipment is in proper working order prior to the start of the meet.

# REFEREE

**Do you enjoy decision making, problem solving and challenges? This is the job for you.**



The **REFEREE** has overall authority and responsibility for the competition and ensures compliance with all rules. The **REFEREE** resolves all questions relating to the conduct of the swim meet and reviews any disqualification. The **REFEREE** ensures that all of the officials are in place, timers are ready, and that all swimmers are present and ready for the start of their heat. At that time the race is turned over to the Starter.

When you become knowledgeable in all aspects of running a swim meet, such as Stroke and Turn, Clerk of Course, timing and computer operation, scoring, and all rules that pertain to providing fair and equitable competition for all swimmers, you qualify to assume the duties of the **REFEREE**.

*Now is the time to get involved.* If you have further questions or wish to take the first step to becoming involved contact your team representative or your LSC Officials Chairman. Either of them can help you become involved as a meet official.

**Contact Info:**

**Team Representative:**

**NAME:** \_\_\_\_\_

**TELEPHONE:** \_\_\_\_\_

**LSC Officials Chairman:**

**NAME:** Brian K. Shaffer

**TELEPHONE:** 907-696-2677

**E-MAIL:** [runshaffer@gci.net](mailto:runshaffer@gci.net)

**LSC Officials Website:**

<http://www.akswimming.org/officials/>