

# **DUTIES AND CRITERIA FOR IS LSC OFFICIAL'S CHAIR & AREA OFFICIAL'S REPRESENTATIVES**

**December, 2013**

## **LSC OFFICIAL'S CHAIR**

### **DUTIES:**

1. Chair Officials Committee for Indiana Swimming
2. Attend IS Board meetings
3. Work with Regional Officials Chairs to resolve questions/concerns in LSC.
4. Assign Head Referees for all State level meets.
5. Hold Officials Committee Meetings at least annually.
6. Collect/Verify all data from on-line test results for new officials.
7. Attend National Officials Committee Meetings if/when requested.
8. Maintain N3 Officials Certification.

### **CRITERIA:**

1. Must hold Referee certification for a minimum of 5 years.
2. Must hold N3 Certification.
3. Must have hosted at least one official's clinic in the past year.
4. Must have worked an assigned position at AGS or Senior State the past 2 years.
5. Must have held one of the following positions:
  - a. Regional Officials Chair
  - b. Served as a Member of the Officials Committee, including Official's Chair, Officials Area Representative, OTS Coordinator, Open Water Representative
6. Must complete a resume that include but not limited to the following
  - a. Name, address, club affiliation and occupation
  - b. Swimming background – length of time involved in sport, positions held, numbers of years as official and/or club board members, number of sessions/meets worked during the past year, and any other information pertinent to officiating.
  - c. Personal background – family, other organizations involved in, etc.

## **AREA OFFICIAL'S REPRESENTATIVE**

### **DUTIES:**

1. Develop and instruct referees in the area to obtain new officials for the area.
2. Serve as instructor or assist clubs locating an instructor for New Officials Clinics..
3. Monitor, upgrade, and maintain the OTS for their region based from spreadsheet received from OTS Coordinator.
4. Handle questions, conflicts and communicate with officials for the region.
5. Serve as Meet Referee for one state level meet per year.
6. Attend Official's Committee Meetings as determined by the LSC Official's Chair..
7. Attend National Officials Committee Meetings if/when requested.
8. Commit time required to fulfil duties.

### **CRITERIA:**

1. Must hold Referee certification for a minimum of 3 full years.
2. Must hold N3 Certification.
3. Must have hosted at least one official's clinic in the past year.
4. Must have worked an assigned position at a LSC level meet or higher in the last 2 years.
5. Must complete a resume that include but not limited to the following
  - a. Name, address, club affiliation and occupation
  - b. Swimming background – length of time involved in sport, positions held, numbers of years as official and/or club board members, number of sessions/meets worked during the past year, and any other information pertinent to officiating.
  - c. Personal background – family, other organizations involved in, etc.