

The background features a large, light gray watermark of the USA Swimming logo. It consists of a shield with a white star in the center, surrounded by red and blue stripes. The word "USA" is written in large, red, serif letters across the top of the shield, and "SWIMMING" is written in large, blue, sans-serif letters across the bottom. A registered trademark symbol (®) is located at the bottom right of the shield.

Minnesota Swimming
Chief Judge Training

November 2021



What is a Chief Judge?

- Serves as mentor and caretaker of deck officials
- Intermediary between deck ref and officials
- “May assign and supervise the activities of all stroke, turn, place and takeoff judges and may report their decisions. If desired, any judging category may have a designated ‘chief.’ Any ‘chief’ may act as a liaison for the judges and may serve simultaneously in one of the judging positions and shall assign those judges within the ‘chief’s’ category.” USAS 102.13.1



Common CJ Responsibilities

- Leading up to the meet
 - Contact Meet Referee and Meet Director
 - Recruiting and Planning of other officials
- Meet day
 - Briefings and management of officials
 - Processing calls; possibly writing the DQ slips
 - Notifying swimmers of disqualifications
 - Communicating with Evaluators
- Post-meet
 - Evaluations
 - OTS (Officials Tracking System) entries

Note that these will vary depending the size and type of meet!

CJ Attributes

- Organized
- Clear and precise communicator
- Positive attitude
- Leader
- Humorous
- Willing to commit to a whole meet at a high-level meet
- Calm/unflappable
- Team player
- Approachable, confident
- Deck sense
- Knowing to watch officials more so than the swimmers
- Sense of urgency but not panic
- Flexibility

CJ Duties – Day of/Before the meet starts

- Check in with meet referee
- Check pool and equipment – radios, chairs, counters, bells
- Welcome officials as they arrive
- Sign-in sheet
- Briefing time and location
- Speaker
- Evaluator
- Briefing, assignments, and rotation



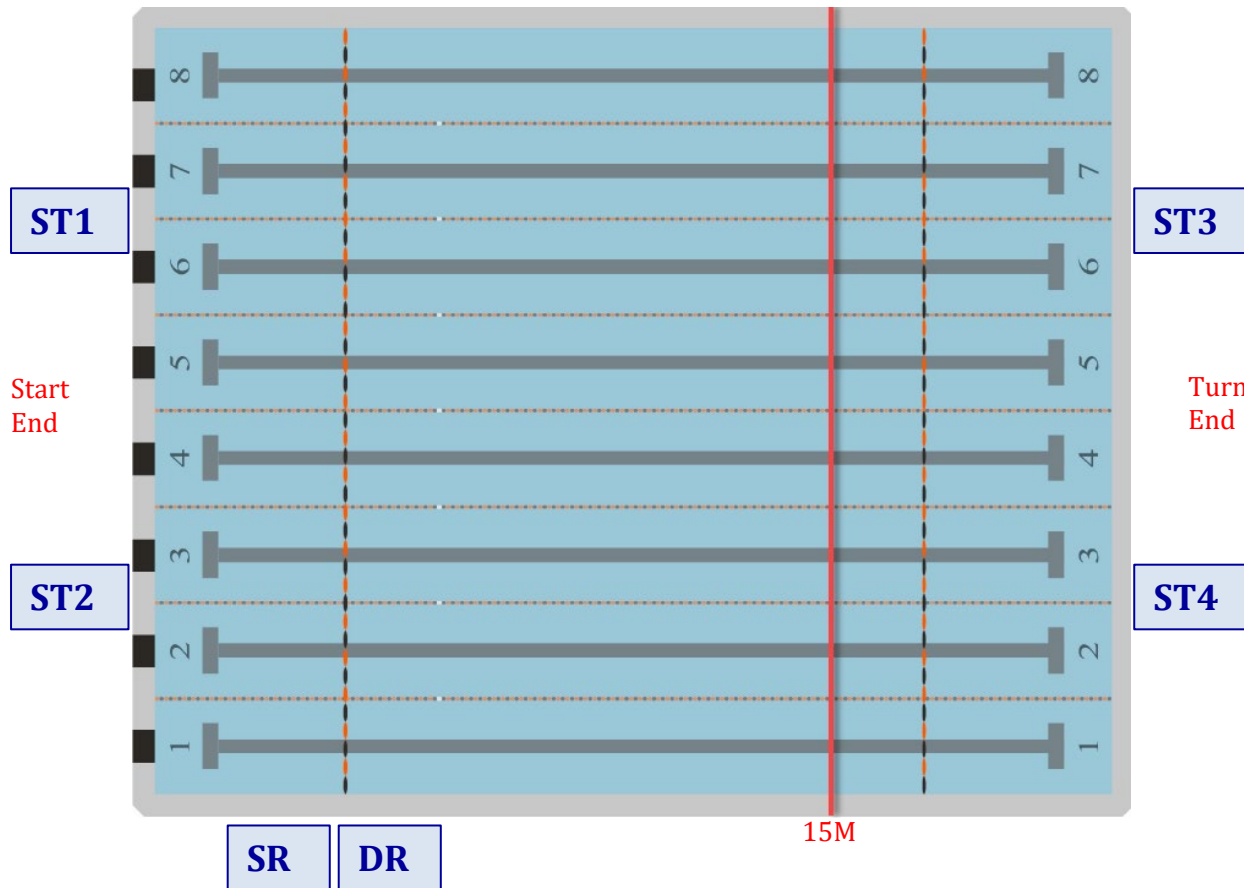
CJ Duties – Pre-session Meeting

- Greeting/thanking officials
- Assignment of CJ duties, distribute radios
- Jurisdiction
 - Lanes
 - Assignments and relief rotations
 - Lead/lag procedure
- Stroke briefing
- Protocol
- Relay take-offs
- Heat sheets



Setting the Deck

- At least 6 deck officials + 1 admin is best practice, with referee having no assigned quadrant



CJ Duties – During the meet

- Observe officials, not swimmers
- Intermediary between the deck officials and deck ref on DQ calls
- Recommend acceptance or hold for more info to the deck referee
- Complete and hand-over DQ slips to the admin in a timely manner
- Notify swimmers; typically for prelim/finals meets
- Relay take-off coordination



CJ Duties – Disqualifications

- Protocol – this could be a session by itself
- DQ Slip writing
 - Event, heat, and lane
 - Listen and don't assume or put words in judge's mouth
- Notification of referee – radio or no radio
- Recommendation
- Keep it simple; the fewer words the better

CJ Protocol

- Scan the crew of officials for a hand-up. Starts to walk over to the S&T judge.
- Radio deck referee “possible call turn end, lanes x-y” be aware of what else is going on (starting heat, blowing whistle)
- May assign a reserve official to temporarily replace S & T judge.
- Follow DQ protocol with S & T official, asking any needed info.
- Radio back to deck referee: lane number, infraction title and description of swimmer’s actions, recommendation of acceptance
- Complete DQ slip after call accepted, gets signed by S&T judge and deck referee
- Refer to “The Professional Chief Judge” document on usaswimming.org for more details
- Be concise with as few words as possible

CJ Duties – Disqualifications

So, what happens with the DQ?

- Role of deck referee
- Role of admin referee
- Athletes
- Coaches (if athlete is not notified)
- Challenges and questions



CJ Duties – After each session

- Release officials
- Reset equipment, charge radios
- Collect paperwork (heat sheets, order of finish, programs, timer sheets)
- Possibly schedule a post-session debrief session/end of day social

CJ Duties – After the meet

- Thank all officials!
- Collect equipment
- Enter OTS information
- Possibly schedule a post-meet debrief session
- Pat yourself on the back!

Clinics Required for New and Advancing Officials

- Officials advancing to new position are expected to attend position specific clinic (101 level) within six months of certification advancement
 - Ideally, attend clinic during shadowing
 - An official can not be the “lead” or “assigned” official in a position until meeting this requirement
 - Current officials are asked to attend at least one clinic (for any position) every two years

CJ Resources

- USA Swimming Rule Book
- Minnesota Swimming apprentice form
- USA Swimming Guide for Chief Judge – “The Professional Chief Judge”
- Experienced Officials – Don’t be afraid to ask questions!

Questions?