



# Allegheny Mountain Swimming Officials Training Card

Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone: \_\_\_\_\_ Club: \_\_\_\_\_

Session/Meet	Deck Referee/Mentor Signature	Date	--Circle--				
1/ _____	_____	_____	S/T	Starter	Referee	AO	CJ
2/ _____	_____	_____	S/T	Starter	Referee	AO	CJ
3/ _____	_____	_____	S/T	Starter	Referee	AO	CJ
4/ _____	_____	_____	S/T	Starter	Referee	AO	CJ
5/ _____	_____	_____	S/T	Starter	Referee		
6/ _____	_____	_____	S/T	Starter	Referee		

*\*The 6<sup>th</sup> session is a working observed session. Prior to the 6<sup>th</sup> session, all other requirements must be complete*

*\*CJ, Starter and Referee may not have the same mentor more than twice*

I recommend that this official is ready for certification in the position circled above: \_\_\_\_\_ Referee

### IMPORTANT NOTES: Requirements for becoming an AMS Official:

- From Sept. 1, 2017, prospective Stroke & Turn and new Admin Officials must attend a regularly scheduled introductory clinic prior to becoming certified. For a schedule of clinics, see the AMS Officials Website [amswim-officials.org](http://amswim-officials.org)
- For a prospective Stroke & Turn official, submit an Apprentice Official application to the AMS Permanent Office. This free registration allows an Apprentice Official to train on deck for 60 days without having to register as a non-athlete member of USA Swimming. Once the 60-day period has ended, the prospective official must register to become a non-athlete member of USA Swimming, complete a Level 2 Background Check and Athlete Protection Training.
- There are a minimum number of training sessions that must be completed at each level to become certified at that level, as follows: S/T (6), Starter (6), Referee (6), Admin Official (4), and Chief Judge (4). This is a minimum and you are encouraged to work as many sessions as you need to be comfortable at that position. **Starters, Referees, Admin Officials and Chief Judges must train with an official that has completed 12 sessions and a minimum of 1 year in the position being mentored. You must speak with the Officials Chair prior to beginning training for any of the higher level positions.**
- Training for a new certification takes time.**  
**You will only get credit for one training session per day and two sessions per meet to satisfy your minimum session's requirement. It is also recommended that you not train with the same mentor for more than 2 sessions. It is recommended that Starters work at least one session with a distance component.**
- S/T trainees should report to the Deck Referee no later than 45 minutes prior to the start of the session, unless instructed otherwise by the meet host. Referee, Starter, Chief Judge, and Admin Official trainees should be on deck at least one hour prior to the start of the session.
- Sign up for training sessions on the AMS Google sign-up sheet at [amswim-officials.org](http://amswim-officials.org). If you're training to become a stroke & turn official, sign up as an Apprentice Official.  
For all other positions, sign up for that position and then comment that you'd like to train at that position.
- There are no guarantees that trainees will be able to train at a particular meet session. It depends on available certified officials on deck. The Meet/Deck Referee and/or the Officials Chair will make the decision as to who can train for a particular session.

### Officials Training Checklist:

- Beginner Stroke & Turn and Admin Official training with an introductory clinic
- Register as an Apprentice Official. Registration is good for 60 days
- Complete the online Athlete Protection course
- After 60 days, Apprentice registrations will expire, and you must become a full non-athlete member of USA Swimming.
- Successfully complete USA Swimming's mandatory Level 2 Background Check. Other background checks you may have from work, volunteering, etc. are not acceptable.
- Train at AMS sanctioned meets for the minimum number of sessions for your position.
- Complete the USA Swimming written test(s) for your position with a score of 90% or higher
- Submit a scan or photo of this completed signature card to the Official's Chair, see AMS Official's Website for contact information

## **Allegheny Mountain Swimming**

### **Swim Officials Code of Conduct**

Allegheny Mountain Swimming (AMS) is a Local Swimming Committee of USA Swimming. The Local Swimming Committee (LSC) is the local level of USA Swimming. Each LSC is a separate entity, with each being an individual member of USA Swimming, although all act on behalf of USA Swimming on the local level. As an LSC, agents of and participants/members in AMS are bound by the USA Swimming Code of Conduct published by USA Swimming and in effect. The Code of Conduct governs conduct by affiliated persons, including, but not limited to swim officials, coaches, athletes and support persons. I acknowledge and accept the USA Swimming Code of Conduct, incorporated by reference herein.

The mission of AMS is to encourage participation and the pursuit of excellence in all aspects of swimming. AMS grants the privilege of membership to individuals and organizations committed to that mission. The privilege of membership may, therefore, be withdrawn or denied by AMS at any time where AMS determines that a member or prospective member's conduct is inconsistent with the mission of the organization or the best interest of the sport and those who participate in it.

Participation in AMS as a swim official is a volunteer position. As a swim official, I undertake to support the athletes and coaches of USA Swimming. AMS is athlete-centric. Officials are athlete-centric. We must be athlete focused and athlete driven to ensure a fair and equal opportunity to compete. Our focus is not individualistic, but rather focused on the field of athletes that comprise AMS and USA Swimming as a whole. I will at all times exhibit sportsmanlike behavior in the execution of my duties and responsibilities as a swim official. I will treat athletes, other officials, coaches, club representatives and volunteers with respect and consideration at all times.

I undertake to exhibit a mentoring attitude toward fellow officials. I will offer advice and redirection in a respectful and polite manner. I will use my experience and knowledge to better AMS and its participants. I understand that mentoring is an undertaking that requires discretion and tact. I will approach each situation and official with the intention of being helpful and speaking in a manner which will be heard. I will maintain decorum, unless there is an urgent and potentially dangerous situation which requires immediate and abrupt manner.

As an official, I will be open to, and accept feedback or constructive input from others. I understand and acknowledge that wisdom and insight can come without respect to years of service as an official. Our peers come from a variety of fields and disciplines, which provide wisdom and experience that may help to efficiently and respectfully address situations which arise.

If my conduct as an official violates the tenants of respect, sportsmanship or is demeaning or inappropriate, I may be subject to: censure; removal from a meet or meets by the Referee, in consultation with the Officials Chair; a committee by the committee chairman with in consultation with the Board of AMS or USA Swimming; dismissal as a trainer or mentor; or any other ramification which is reasonable and prudent. I further understand that issues which are egregious, or recurring may be referred to the Zone Board of Review or USA Swimming.

In order to assist all members to better serve the interests of those who participate in swimming, AMS has adopted this Code of Conduct.

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