

## **Guidelines for Selection of Assigned Officials for In-Season Prelim/Final Meets**

The Minnesota Swimming Officials Committee and the host club for a meet are jointly responsible for the assignments of lead officials to in-season prelim/final meets. Typically, the assigned team of officials for a prelim/final meet includes 1 Meet Referee, 1 Deck Referee, 1 Starter, and 1 Administrative Official/Referee per competition course. However, the assigned team of officials may vary based on the needs of the meet or available personnel.

In general, assigned team officials are expected to commit to all or nearly all sessions of the meet assigned. Strong technical skills, interpersonal skills, leadership skills, and ability to work as a part of a team are crucial for assigned team members. Typically, officials who are assigned at LSC championship meets have a variety of experience in the position assigned to, officiate at LSC championship meets both in assigned and non-assigned roles, and work well with the officials team.

There are many stakeholders in the assignments of lead officials, including athletes, coaches, the host club, meet volunteers, and the officials themselves, and the Officials' Committee aims to include as many voices as possible in the process.

Please feel welcome to contact the MNSI Officials' Chair at any time with questions about the process of assignments of lead officials to prelim/final meets, if interested in an assigned position yourself, or to request specific officials in assigned positions as a meet host.

### **Meet Referee**

Regardless of whether the candidate for the Meet Referee role is chosen by the Officials Committee or the host club, the following are factors that may be considered or expected for Meet Referees for prelim/final meets:

- National certifications; N2/N3 Deck Referee certification preferred.
- Experience level as a Meet Referee at home and away meets.
- Experience level as a Meet Referee at prior MACs, MRCs, prelim/final meets, and State Meets.
- Experience level in other assigned roles at State Meets and above.
- Ability to work with coaches.
- Ability to work within and as a leader of a team.
- Ability to work with the host club.
- Participation on 'higher level' decks, such as Zones, Speedo Sectionals, Futures, and other National level meets.
- Past participation level at all levels of meets in assigned and non-assigned roles.
- Technical skills and knowledge of USA Swimming and Minnesota Swimming rules.
- Past evaluations from LSC or National evaluators.
- Other factors deemed relevant by the Officials Chair, Officials Committee, or host club.

### **Other Assigned Positions**

Regardless of whether the candidates for the assigned roles are chosen by the Officials Committee or the host club, the following are factors that may be considered or expected for assigned roles for prelim/final meets:

- National certification level or request for an evaluation for national certification.
- Experience level in the requested assigned position at home, away, and other LSC championship or prelim/finals meets.
- National certification level or requested evaluation for national certification.

- Ability to work with coaches.
- Ability to work within a team.
- Ability to work with the host club.
- Participation level at all levels of meets in assigned and non-assigned roles.
- Technical skills and knowledge of USA Swimming and Minnesota Swimming rules.
- Other factors deemed relevant by the Officials Chair, Officials Committee, or host club.

### **Payment or Honorariums for Prelim/Final Meets**

Host clubs are encouraged to share their plan for offering payments, honorariums, or travel accommodations/reimbursements for prelim/final meets with the Officials Committee in advance of the applications for assigned positions. However, this is not a requirement. In general, officials should assume that there will not be an honorarium or travel accommodations/reimbursements covered when applying for a meet, unless informed by the Officials Chair or a representative of the host club of a specific honorarium. Under no circumstances may officials attempt to directly negotiate an honorarium with the host club or solicit additional honorarium – any concerns should be raised with the Meet Referee and/or the Officials Chair.