

Maryland Swimming, Inc.
Additional Apprentice Officials Guidance by Position

<i>Position</i>	<i>Minimum Sessions</i>	<i>Training Goals</i>	<i>Indications of Readiness</i>	<i>Apprentice Actions</i>
Stroke & Turn	<ul style="list-style-type: none"> • Minimum of four sessions with certified officials • Fifth, or final session with training referee 	<ul style="list-style-type: none"> • Familiarity with rules and DQ slip • Watch components of stroke and compare to written rule • Discussing DQ with swimmer and referee • Wear headset to get complete experience 	<ul style="list-style-type: none"> • Knowledge of rules and application to various ‘real’ situations • Confidence to work autonomously • Seeing the same infractions as experienced officials 	<ul style="list-style-type: none"> • When ready, arrange with training referee to be observed at fifth, or final session • Get recommendation and card signed • Send recommending referee’s name and list of sessions worked to testing coordinator
Starter	<ul style="list-style-type: none"> • Minimum of five sessions which are with approved officials capable of providing written evaluations • Expect more than five sessions to obtain recommendation 	<ul style="list-style-type: none"> • Visually seeing the entire field • Voice control • Calm & in control • Preventing false starts • Seeing legitimate false starts • Lap counting/bell laps • Hearing impaired starts • Providing complete instructions to timers • Orders of finish 	<ul style="list-style-type: none"> • Comfortable starting any gender, age group or situation • Relaxed and in control • Consistent starting instructions • Knowledgeable of starter rules and requirements 	<ul style="list-style-type: none"> • About the 4th or 5th apprentice session, request written evaluations (ensure copy is sent to starter coordinator) • Request feedback from starter coordinator and other officials on performance • Coordinator must receive 2 or 3 positive recommendations from qualified training referees • Coordinator will inform Officials Chair and apprentice of approval to begin examinations
Referee	<ul style="list-style-type: none"> • Minimum of six sessions under two different referees at three sanctioned MD Swimming meets • At least one session at A & above level meet and one at BB & lower or mini meet • At least two sessions as administrative referee • Expect more than six meets to obtain recommendation 	<ul style="list-style-type: none"> • Refine whistles and become consistent for all starts, rhythm • See entire pool and monitor venue (officials, swimmers & deck workers) • Handling DQs effectively (questions asked, acceptance/ non-acceptance of calls) • Reviewing DQ slips efficiently checking for accuracy • Managing all aspects of a session • Timing adjudications • Timing system operations • Complete pre-session briefings and assignments • Post-session wrap up 	<ul style="list-style-type: none"> • Knowledge of when to perform timing adjudications • Proper handling of DQs from calls thru slip approval • Comfort addressing officials questions and coaches challenges • Effectively manages all aspects of a session in a cool, calm and collective manner • Knowledgeable on rules, when to request help 	<ul style="list-style-type: none"> • Work variety of meet levels • Request written evaluations from referees beginning approximately session 4 or 5 • When two or three recommendations from training referees received, schedule a ‘final’ evaluation with referee coordinator • Final evaluation session consists of running a complete session – pre-session to close out under coordinators observation