



Transitioning BCSSA Officials to SNC Certification Levels

Introduction

This document is meant to be used as a guide for the transition of BCSSA officials seeking certification as an SNC official in BC.

BCSSA applicants should be prepared to present their records of qualifications, certification documents and any other supporting information to a Level V official that has been designated as a mentor or guide by the ROD for their region.

The ROD (or their designate) should interview the candidate to understand their certification level, qualification, and experience. Obviously, every candidate will be different.

The differences in the rules between the two disciplines are in most areas are minor but there can be nuances that can be gained by experience only.

For each candidate different clinics/quizzes and evaluation may be grandfathered with the knowledge that the candidate has had experience in these areas as in the following sections

Clinics that are required may be done in a more informal setting if determined appropriate by the ROD. For example, stroke and turn clinics/quizzes and starter can be complete or done on more informal basis. If the evaluator of the candidate feels that they have read the rule book and experience, it can be simply doing the quiz and discussion of all the answers to ensure the differences in the rules are understood.

Any questions about or interpretation of this policy can be directed to carrie.matheson@swimbc.ca

Transition Plans for each BCSSA Levels

1. Transition Plan from BCSSA Level 1

- a. Given Level 1 (Red) Pin
- b. Clinics signed off (Grandfathered)
 - Intro to Swim Officiating, Safety Marshal
- c. Deck Evaluation
 - Intro to Swim Officiating signed off after 1 deck evaluation
- d. Progression as done for all SNC Level 1 officials.

2. Transition Plan from BCSSA Level 2

- a. Given Level 2 (White) Pin
- b. Clinics Signed off (Grandfathered)
 - Intro to Swim Officiating, Safety Marshal
 - Chief Timekeeper
 - Chief Finish Judge (if taken in BCSSA)
- c. Clinics required
 - S&T Clinic/Quiz
 - Clerk of Course Clinic/Quiz
 - Chief Finish Judge Clinic/Quiz (If not taken in BCSSA)
- d. Deck Evaluations
 - Intro to Swim Officiating signed off (Grandfathered)
 - Chief Timer signed off (grandfathered)
 - Deck evaluations for other clinics required
- e. Progression as done for all SNC Level 2 officials.

3. Transition Plan from BCSSA Level 3

- a. Given Level 2 (White) Pin
- b. Given Level 3 (Orange) Pin after:
 - completion of S&T clinic/quiz and 1 deck evaluation for S&T
 - Gained experience by attending several meets in different areas as recommended by the ROD
 - Starter Quiz
 - Gained experience as a starter at a minimum of three sessions
- c. Clinics Signed off (Grandfathered)
 - Intro to Swim Officiating, Safety Marshal
 - Chief Timekeeper
 - Chief Finish Judge – if taken in BCSSA
 - Meet Manager –if taken in BCSSA
 - Chief Meet Recorder – if taken in BCSSA
- d. Clinics required
 - S&T Clinic/Quiz
 - Clerk of Course Clinic/Quiz
 - Chief Finish Judge/Chief Judge Electronics/Recorder Scorer Clinic/Quiz - if not taken in BCSSA
 - Referee Quiz required.
- e. Deck Evaluations
 - Intro to Swim Officiating signed off (grandfathered)
 - Chief Timer signed off (grandfathered)
 - One deck evaluation for Meet Manager required
 - Deck evaluations for other clinics required
- f. Progression as done for all SNC Level 3 officials to higher levels

4. Transition Plan from BCSSA Level 4

- a. Given Level 3 (orange) pin after completion of S&T clinic/quiz and 1 deck evaluation for S&T
- b. Clinics Signed off (grandfathered)
 - Intro to Swim Officiating and Safety Marshal
 - Chief Timekeeper
 - Starter
 - Chief Finish Judge – if taken in BCSSA
 - Electronics – if taken in BCSSA
 - Meet Manager –if taken in BCSSA
 - Chief Meet Recorder – if taken in BCSSA
- c. Clinics required
 - S&T Clinic/Quiz
 - Clerk of Course Clinic/Quiz
 - Chief Finish Judge/Chief Judge Electronics/Recorder Scorer Clinic/Quiz (if not taken in BCSSA)
 - Referee Quiz required
- d. Deck Evaluations
 - Chief Timer signed off (grandfathered)
 - One deck evaluation for Clerk of Course required
 - One deck evaluation for Chief Finish Judge/Chief Judge Electronics required
 - One deck evaluation for Meet Manager required
 - One deck evaluation for Referee required
- e. Normal deck evaluations for other clinics
- f. Progression as done for all SNC Level 3 official to higher levels

LEVEL I – RED PIN

1. Complete the Level 1 clinics for Intro to Swim Officiating and Safety Marshal.
2. Registered in the Swimming Canada RTR system.

LEVEL II – WHITE PIN

1. Certify in Level I by obtaining 2 successful deck evaluations in Intro to Swim Officiating;
2. Complete the clinic for Judge of Stroke/Inspector of Turns and one other Level II clinic listed below;
3. Certify in those positions by obtaining two successful deck evaluations in each position:
 - Judge of Stroke/Inspector of Turns (counts as 1 position) – **REQUIRED**
 - Clerk of Course
 - Chief Timekeeper
 - Meet Manager
 - Chief Finish Judge/Chief Judge Electronics/Recorder Scorer (counts as 1 position)
 - Starter

NOTE: There are separate clinics for Chief Finish Judge, Chief Judge Electronics and Recorder Scorer. The clinic for Recorder must be taught as a Level II clinic, either separately or as part of another clinic at the discretion of each provincial section. It is recommended that it be combined with Meet Manager or Chief Finish Judge. Provincial sections may permit certification in the combined CFJ/CJE/RS position in a manner that the provincial section chooses, provided that a candidate works a minimum of two sessions to the satisfaction of the referee, at least one of which must be as a Chief Finish Judge.

LEVEL III – ORANGE PIN

1. Certify in Level II
2. Complete all the clinics for the positions listed under Level II
3. Certify in three additional positions listed under Level II by obtaining two successful deck evaluations in each position
4. Conduct a Level I clinic under the direction of a Level IV or V official.

LEVEL IV – GREEN PIN

1. Successful completion of the following requirements
 1. Certify in all positions listed under Level II
 2. Successfully complete the Referee clinic
 3. Gain experience as a Referee at a minimum of five sessions
 4. Conduct a minimum of two Level II officials' clinics within the year of application under the direction of a Level IV or V official
2. Complete one year of active service as a Level III official
3. Obtain the approval of the Provincial Officials' Chairperson or his delegate to be evaluated
4. Two successful evaluations in the position of Referee by a Level V official.

LEVEL V – BLUE PIN

1. Complete a minimum of one year of active service as a Level IV official;
2. Organize, conduct and/or supervise a minimum of two Level II clinics within the year of application;
3. Two successful evaluations as a Referee, or once as Referee and once as Starter, by a Level V official;
4. Work a minimum of two sessions at a SNC designated (National) meet at any position;

5. Provide the information required by the Chairperson of the National Official's Committee (NOC) for appointment of Master Officials to the provincial Officials' Chairperson.

If the Provincial Officials' Chairperson is satisfied that the candidate has met all requirements, the candidate's name and the required information will be presented to the NOC Chairperson for certification of the candidate as a National Official (Blue Pin).

If the NOC Chairperson certifies the candidate as a national official, a congratulatory letter and Master Official certification card will be sent to the candidate.

MAINTAINING CERTIFICATION

To remain an active Master Official in Canada an official must:

- work a minimum of four sessions over a minimum of two meets in each swim year;
- conduct or supervise a clinic in each swim year.

Master Officials who do not work or instruct as required may apply for reinstatement to their provincial chair of officials, who may require certain senior level clinics be re-done.

NOTES

"Certified" means that the clinic card shall be signed and dated by the Referee after working two sessions in that position during an SNC sanctioned competition.

These certification procedures represent the minimum national standards; provincial sections may adopt additional requirements.

In order to be certified at any given level, an official must have demonstrated through participation at meets a certain standard of expertise to the evaluating director of officials. There are three standards of expertise:

“Understanding of”:

This designation indicates that an official has obtained the necessary theoretical knowledge (usually through participation in clinics), knows the responsibilities of the position, and has served in the position at more than one meet.

“Competent”:

This designation indicates that an official has sufficient knowledge and meet experience to assume the responsibilities of the position without guidance or instruction.

“Expert”:

This designation indicates an official who is able to train others in the position and to evaluate their performance, and is also able to diagnose and solve problems independently that may arise in the performance of his or her duties.

“Active”: working at a minimum of 3 swim meets per season

Level 1 - Junior Pin [Green]

To receive your Green pin, be certified in both the theoretical and practical components for 2 out of 3 positions.

- Lane Timer and Lane Recorder
- Marshal

Participate in gaining an understanding of Stroke and Turn

The practical component involves having performance, in each position, assessed as competent by the Club’s or Region’s Director of Officials.

Level 2 - Intermediate Pin [Red]

To receive your Red pin, be certified in both the theoretical and practical components for all of Level 1 positions, as well as both of the following positions:

- Stroke and Turn
- Crash Desk/Results Office

And 2 of the following positions:

- Electronics [understanding of]
- Clerk of the Course
- Head Timer

An Intermediate Level 2 Official:

1. Shall act as mentor to Level 1 Junior Officials
2. May participate in gaining an understanding of Senior level positions
3. Shall participate in Junior and Intermediate positions at Provincials, as assigned
4. The practical component involves having performance in each position assessed as competent by the Region’s Director of Officials. (Recommend a minimum of 2 active seasons, at Level 2, to achieve competency)

Specialist Pin [Orange]

To receive your Orange pin, be certified in both the theoretical and practical components of any one of the following specialties:

- Clerk of the Course (S1)
- Computers (S2)
- Chief Meet Recorder (S3)
- Electronics (S4)
- Meet Manager (S5)

The individual must have a minimum of three-years experience within their specialty, including experience at Regionals.

Level 3 - Senior Pin [Light Blue]

To receive your Light Blue pin, be certified in both the theoretical and practical components of ALL Level 2 positions and 4 of the Level 3 positions. Must have experience at Regionals, in at least 1 of the senior positions.

- Starter
- Referee
- Meet Manager
- Chief Meet Recorder
- Designated Disqualifying Official (DDO)

A Senior Level 3 Official:

1. Must have completed a Conflict Resolution & Harassment Clinic given by a BCSSA harassment officer
2. Shall act as a mentor to Level 1 and 2 officials
3. May assist in the presentation of a Level 1 Courses
4. Participate in Senior Positions at Regionals and Provincials, as assigned
5. The practical component involves having performance in each position assessed as competent by the Region's Director of Officials. (Recommend a minimum of 3 active seasons, at Level 3, to achieve mastery)

Level 4 - Master Pin [Navy Blue]

To receive your Master pin:

- Have a working knowledge of, and proficiency in, all aspects of the pool deck
- Must have worked at Provincials in senior (Level 3) positions
- Must conduct clinics [for both the theoretical and practical components]
- Write Masters' exam & On Deck evaluation completed by the BCSSA Provincial Director of Officials

Each Region's Director of Officials will recommend candidates to the Provincial Director of Officials.

Comments about Starter in BCSSA

Starter's responsibilities in BCSSA are more involved.

In SNC the starter's responsibilities are only for the start unless otherwise given by the referee.

In BCSSA, the starter acts not only as a starter but as an assistant referee in many cases. They may handle DQ's being passed on to them (they may be located on the opposite side of the pool and Stroke on their side report to him/her).

They must take sweeps and they are on (or were) on equal footing to that of the referee.

Comments about Referee in BCSSA

Referee's role in BCSSA is smaller than SNC.

In SNC, the referee is responsible for not only the deck but all aspects of the meet.

In BCSSA:

- They are only responsible for the deck area.

- They are not responsible for the recording, Clerk of Course, marshalling unless otherwise ask for.

- They do not sign off either prelim or final heat sheets.

- They do not sign off on prelim or final results.

- They do not sign off on meet records.

- They are not usually responsible for alternates but is notified by the Clerk if an alternate is inserted.

- The Meet Recorder is in charge of times; but the referee does have final say in all decisions but normally does not get involved.

SNC/BCSSA Official Transition Form

Name: _____ BCSSA Certification Level: _____
 SW/IM BC Club: _____ Region: _____ ROD or Representative: _____

Transition Plan from BCSSA - Level 1	Date	Signature	Transition Plan from BCSSA - Level 3	Date	Signature	Transition Plan from BCSSA - Level 4	Date	Signature
Transition Plan from SNC Clinics: Timer & Safety Marshal			Credit Given for SNC Clinics: Timer & Safety Marshal			Credit Given for SNC Clinics: Timer & Safety Marshal		
Deck Evaluations required: Timer & Safety Marshal			Chief Timekeeper			Chief Timekeeper		
SNC Level 1 (Red) Pin			Chief Finish Judge (if taken prior)			Chief Finish Judge (if taken prior)		
			Meet Manager (if taken prior)			Chief Judge Electronics (if taken prior)		
			Recorder/Scorer (if taken prior)			Meet Manager (if taken prior)		
			Clinics Required:			Recorder/Scorer (if taken prior)		
			Stroke and Turn Clinic/Quiz			Clinics Required:		
			Clerk of Course - Clinic/Quiz			Stroke and Turn Clinic/Quiz		
			Chief Finish Judge - Clinic/Quiz			Clerk of Course - Clinic/Quiz		
			Chief Judge Electronics			Chief Finish Judge - Clinic/Quiz		
			Recorder/Scorer			Chief Judge Electronics		
			Referee Quiz			Recorder/Scorer		
			Deck Evaluations required:			Referee Quiz		
			Stroke and Turn (1 evaluation)			Deck Evaluations required:		
			Meet Manager (1 evaluation)			Clerk of Course (1 evaluation)		
			Chief Finish Judge (2 evaluations)			Chief Finish Judge (1 evaluation)		
			Recorder/Scorer (2 evaluations)			Chief Judge Electronics (1 evaluation)		
			Clerk of Course (2 evaluations)			Recorder/Scorer (1 evaluation)		
			Chief Judge Electronics (2 evaluations)			Meet Manager (1 evaluation)		
			SNC Level 2 (White) Pin (after S&T Clinic & 1 Evaluation)			SNC Level 3 (Orange) Pin (after S&T Clinic & 1 Evaluation)		
			SNC Level 3 (Orange) Pin					
			Starter (3 sessions)					
			Attending different meets recommended by ROD					
SNC Level 2 (White) Pin								