



REFEREE DEVELOPMENT PROGRAM

August, 2005



Introduction

Chesapeake Region Volleyball Association (CHRVA or "Region") officials can progress through six referee classifications: Recreational, Provisional, Regional, Junior National, USA-National, and International. Recreational, Provisional, and Regional referees are certified by the Region. Junior National referees are certified by USA Volleyball (USAV) upon recommendation by the Region. USA-National referees are certified by USAV. International referees are certified by the International Volleyball Federation (FIVB) upon recommendation by USAV.

The purpose of this Regional guide is to explain the program, process, prerequisites, and logistics to becoming an upper echelon referee in the Chesapeake Region.

Self-Development

The Region will provide the platform and support; you provide the initiative, time, and effort.

Build a current and complete knowledge base. Memorize the rule book. Assimilate the correct rulings for specific playing situations described in the Referee Case book. Know the proper officiating fundamentals detailed in the Regional guides for first and second referees. Learn diverse officiating techniques and philosophies from various officiating partners. Be a regular spectator of higher level competition. Watch the first and second referees for pointers on mechanics, techniques, play calling, and match control. Observe the sophisticated skills, techniques, and strategies of the players and teams. Analyze complex "receive" formations to identify potential and actual overlaps.

Officiate, officiate, officiate. Growth mainly comes from experience. Officiate often and continually in all types of competition to better your first and second referee skills, establish personal comfortable standards for making correct, consistent ball handling calls, and learn to deal with adversity effectively. Enhance first referee skills in USAV-affiliated tournaments, high school matches, and collegiate matches, which also are opportunities to develop second referee skills. Adult recreation leagues present a wide spectrum of playing and ball handling abilities in a more relaxed setting.

Strive to become competent officiating the top levels of competition. Seek increasingly difficult assignments that tax your ability. Become accustomed to officiating the top competition levels such that all action appears to be in slow motion and all calls and non-calls are made correctly. Eliminate making automatic ball handling calls based on goofy, ugly, or surprising results or a player's irregular body position. Review completed matches for mistakes made, disputed decisions (especially), and other areas needing improvement. Make the needed corrections, and don't repeat the same mistakes. Solicit the guidance and input of USA-National and Junior National referees and other knowledgeable officials. Find a role model or a mentor. The onus is upon you to initiate all dialogue.

Prepare for the environment of a Junior Olympic (JO) National tournament. Unfamiliar places, faces, and partners; huge facilities with numerous courts of constant bustle; successive grueling days; and different tournament procedures. Learn how to always produce peak performance under these adverse conditions by officiating in a multi-day tournament outside the Region at least once a year. Most of the tournaments suggested below provide lodging and pay (not enough to cover all expenses). Our Referee Chair can identify the contacts and other tournaments.

- Colorado Crossroads JO Qualifier (Junior Girls), late March, Denver.
- Northeast JO Qualifier (Junior Girls), Easter weekend, Baltimore (limited slots).
- Tampa Bay JO Qualifier (Junior Girls), Easter weekend, Tampa.
- Cajunland Classic (Junior Girls), Easter weekend, New Orleans.
- NIRSA Collegiate Club Nationals, April, varying sites (excellent, intense play).

- East Coast Championships (Junior Girls), Memorial Day weekend, Penn State University.
- East Coast Championships (Junior Boys), Memorial Day weekend, Richmond.
- AAU Championships (Junior Boys and Girls), mid-June, Orlando.
- Cal-Davis Volleyball Festival (Junior Girls), late June, Davis, CA, (several perqs).

Skills and Abilities

Aim to become as accomplished as a USA-National referee, nothing less.

Knowledge. Become a walking encyclopedia and correct knowledge practitioner of officiating.

First referee. Have a polished presence; be calm and self-assured with proper, unrushed fundamentals done metronomically and naturally. Be able to keep up with the playing action of top competition levels. Be correct and consistent on all ball handling calls; no more automatic calls. Exude confidence in all calls and non-calls. Use sanctions judiciously and effectively. Maximize teamwork while minimizing match delays.

Second referee. This often-neglected position is as important as and requires more effort than a first referee. Readiness for prime-time is evident by correct positions, movements, and signals for each rally; detection of overlaps in complex "receive" formations; awareness and proper recognition of back row attacks and blocks; anticipation and immediate handling of requests; appropriate communication with and support for the first referee; accurate calling of net violations; and effective bench control.

Professional character and attitude. Do not denigrate fellow officials. Show integrity and fine ethics. During any officiating capacity be all-business, dignified, pleasant, and impartial; have impeccable uniform and grooming. Give your best efforts regardless of playing level or venue. Command with diplomacy and respect, never by being overbearing or arrogant.

Commitment

Fact: Officiating must become one of your life's priorities. Assess your seriousness before pursuing your officiating ambitions further. You must prove your dedication in the following disciplines before the Region will consider you for Junior National referee advancement.

Work ethic. Be available and willing to work as a non-player referee in any type of competition, travel far and wide, and cover emergency assignments from your referee assignors. Seek officiating assignments. Work often and continually, not just the minimum requirement.

Self-development. Improve your skills and abilities as a first referee and as a second referee to the competency required for top competition levels. Get acclimated to a JO National tournament environment by officiating in a multi-day tournament outside the Region.

Contribution to Regional operations. Be more than a minimal rater of officials each season. Be actively involved in an administrative Regional capacity such as Board of Directors, a tournament coordinator, or a Regional committee member or assistant by volunteering with the Commissioner.

Training and Development Program

Referee Development Program. A Referee Development Program ("Program") with a designated

coordinator has been created by the Region for formal training and development of referees with aspirations to improve and advance. This is a two-tiered program. The first tier is for officials wishing only to improve their skills. The second tier is for those wishing to advance. To participate in the Program, annual attendance of a preseason Program clinic is required.

Advisors. Each second tier Program participant will be able to choose a personal advisor from a provided list of qualified advisors.

Assignments and feedback. Second tier Program participants will be given priority by the Region's Referee Assigner to increasingly challenging assignments within their capability. Second referee assignments are limited; consider being a voluntary second referee at top level USAV-affiliated tournaments. Be aggressive in soliciting advice and critique from knowledgeable officials watching your matches. Be open-minded and not defensive of any input. Logistics permitting, each season each Program participant will be videotaped with ongoing critique while officiating a match as a first referee and possibly as a second referee.

Training and evaluation. Collegiate matches with two assigned referees will be used for viewing instruction. Critique and comments on the actions and decisions of the first and second referees throughout the match will be provided by an expert observer to the on-looking Program participants. Once a year each second tier participant will be formally evaluated as a first and second referee, usually in an RDP Camp. Those not participating in these camps should schedule individual evaluations with the Program coordinator.

Annual progress review. By June 15 second tier participants must send to the Program coordinator a list of their officiating experience and Regional contributions for the transpired season. Each summer the Region's Referee Chair, Assignor, and development coordinator will jointly review all Program participants' progress.

Regional Qualifications for Junior National Candidates

First and foremost, you must demonstrate your skills proficiency as a first and second referee as discussed above and in the respective Regional guides for first and second referees. You must also satisfy the following minimum requirements.

- **Be a current participant of the Region's Referee Development Program for at least two USAV seasons.**
- **Have professional and moral character.**
- **Be certified as a USAV Regional referee for the last two completed seasons.**
- **Serve as a rater in two fellowship tournaments in the most recent fellowship season.**
- **Officiate as a non-player referee in six regular season USAV-affiliated tournaments in the last completed season. Two of these must be either a Men's A, Men's AA, Women's AA, or Men's Collegiate Club tournament. One must be a Juniors tournament.**
- **Officiate in one Regional championship in the last completed season.**
- **Officiate in one multi-day tournament outside the Region in the last completed season.**

Regional Process to Select Junior National Candidates

Application. Only those referees satisfying the above Regional qualifications may apply for selection as Junior National referee candidates. An application including a free-form application letter must be newly submitted to the Program coordinator by August 1st of the current season. The letter must include the reason(s) for wanting to become a Junior National referee and specific dates and details on how each of

the above qualification requirements were met.

Selection. By March 15th, our Region's Referee Chair with input from the Program coordinator, will select the Junior National referee candidates from among the qualified applicants. The Region will only select qualified applicants and is not limited by USAV in the number of candidates it may select. However, USAV may have a limited number of Junior National Candidate slots available each season. In such cases, potential candidates will be ranked by their abilities.

Certifying Tournament

Selected candidates for Junior National referee certification may be sent to the first (Girls) session of the JO National Championships. The remaining discussion of this guide is oriented for the JO National Championships.

USAV Administrators

The Assistant Vice President of the USA-National Referee Commission oversees all USA-National and Junior National referees. He/She or a designee will be Head Referee of your certifying tournament. Kathy Ferraraccio, National Commissioner for Referee Certification and Evaluation, oversees the national rating program with Charles Ezigbo, National Commissioner for Junior National Referee Certification and Development. Kathy or a designee will head your rating process. The Head Rater and all raters make up the Rating Committee. The Assignment Committee does the computerized match assignments with guidance from the Head Referee and Head Rater.

USAV Application

The *National Officials' News*, issued in January to all national-level officials, contains pertinent information about the JO Zonal Qualifying Tournaments, all USAV national championships, and the requisite registration forms. Complete the Junior National referee candidate application form provided by our Referee Chair from the January issue. After being signed by our Referee Chair, mail the completed form with a one-time \$75 fee to the designated registrar before the specified deadline.

Travel and Lodging

You're on your own to arrange and pay for travel and lodging, and find a roommate. The *National Officials' News* will have housing information for the JO National Championships. Plan to be at the tournament at least for the entire session. Arrange for your own daily transportation if no van is provided to shuttle officials between the main lodging and the tournament site.

Certification Preparation

Gain insights from referees who recently underwent the rating process. Review the rule book and Case book. Work higher level matches. Have knowledgeable referees review and refine your officiating mechanics and skills. Hone your skills as a second referee, which is equal in rating weight to a first referee. Stay sharp by officiating within two weeks of certification. Eliminate outside distractions from the rating process by getting your affairs in order beforehand.

Bring

Pack your uniform (ensure it's flawless), officiating gear, rule book, Case book, and Regional registration card. Pack your official's sweater; most tournament sites are well cooled. Bring pens and a compact note pad for meetings, rating sessions, and recording assignments. A marked garment bag will protect your uniform and clothing at the tournament site. A gym bag can transport personal belongings daily.

USAV Tournament Site

The JO National Championships will be played in a convention center. The Championship Desk will be the central location for the tournament directors ("Championship"), the Head Referee, the Head Rater most times, and all game equipment, i.e., balls, towels, line judge flags. There may be auxiliary Championship Desks for remote courts. The Sport Court courts will usually be numbered on the poles. The 55-gallon plastic water barrels anchoring the net poles will require adjustment of positioning and movement as a second referee.

An officials' workroom with referee and scorekeeper duty stations will be set up for officials between assignments and for posting assignment schedules and important notices. A communal dressing room where uniforms may be left overnight will be set up in or next to the workroom. An officials' dining area may also be set up. Warning --- no conversation is private in these rooms. Keep out of the Assignment Committee computer room and Rating Committee room unless authorized.

Tournament Registration

Report to the officials' workroom referee duty station for essential forms and a possible playing facility pass. Complete three forms: a personal information sheet, a W-9 form for IRS reporting, and an *Officials' Conflict Sheet* to indicate your planned tournament departure and the time periods you will be unavailable for assignments. Sorry, candidates must be present and available for the entire duration of the rating process.

Meetings

Notices for officials' and candidates' meetings will be posted in the officials' workroom. Missing either meeting is a definite no-no for candidates. The officials' meeting is usually held the day before the tournament. Pay attention because the tournament and match procedures, protocol, ground rules, and playing rules may differ from our Region. Ask questions only if necessary. The candidates' meeting to preview the rating process with the Rating Committee follows the officials' meeting. Ask questions galore. Candidate mug shots will be taken and exhibited.

Food Service

Snacks and soft drinks may be provided for officials to ease one's hunger while waiting to do the next assignment. It is not intended to provide your entire nutritional intake for the duration of the tournament. Please respect these intentions.

Match Assignments

Posting. Matches are scheduled as early as 8:00 AM, as late as 9:45 PM. One of several possible assignment schemes is two straight matches, break, two more matches, break, and so forth. A preliminary assignment schedule for the next day is usually posted around dinner time in the officials' workroom. Targeted posting of the next day's complete assignment schedule is by close of business.

Schedule types. There are two kinds of assignment schedules: a match grid and an alpha list. The match grid is a matrix of courts versus scheduled match times. Each individual match will display the assigned first referee (R1), second referee (R2), and line judges (L1 and L2). Being L1 or L2 means you are to be rated as an R1 or R2 candidate, respectively, with your raters listed as R1 and R2. The alpha listing displays each official's assignments for that day in HH:MM/CC/T format, where:

HH:MM =	time	
CC	=	court number
T	=	assignment type
		1 (R1), 2 (R2), or L (line judge).

For example, "9:15a/22/2" is an assignment at 9:15 AM on court 22 as a second referee.

Changes and misses. Changes to assignments are authorized for candidates by the Head Rater only, and for other referees by the officials' workroom referee duty officer or the Head Referee. These changes will be recorded on the workroom match grid schedule and later in the assigning computer. If you miss an assignment, you must report to the Head Referee (Head Rater if candidate) and may be replaced for the rest of that day's assignments. A second missed assignment warrants tournament dismissal.

Match Administrative Procedures

Before going (with your partner if possible) to a court for an assignment, initial alongside your name on the match grid schedule at the officials' workroom referee duty station and, if required, pick up the match's prepared scoresheets from the scorekeepers' duty station. Be present and ready at the assigned court at least 20 minutes before the scheduled match time. If that court's game balls, towels, and line judge flags are not available from the referees working the previous match, the second referee must obtain them from the Championship Desk. After the match the game equipment is to be turned over to the court referees for the next match, or the second referee must return them to the Championship Desk with the completed scoresheets.

Rating Process

Be ready for a performance and endurance test full of stress and anxiety. Have a positive outlook, no matter what happens.

Rating sessions. Over the course of three days, expect to be rated on at least the first two days as a first and second referee. The number of ratings will vary for individual candidates. You may work an unobserved match first if the Rating Committee has that luxury. Ratings usually will be done for two straight matches with another candidate. Perform all pre-match procedures and protocol. Right after both matches, the raters will meet with both of you for performance critiques. Listen. Take notes on your deficiencies and suggestions offered. Ask questions if something is unclear. Never get defensive or argumentative. Smile, even if it hurts. Review your rating sheets before signing. Get clarification on undiscussed notes. Note your rating score; 88 or greater is passing.

Corrective action. Review the main critique issues from the rating session and focus on improving your deficiencies. Make immediate technical adjustments if you missed calls, made improper calls, or had incorrect fundamentals. During the duration of the rating process incorporate a suggested style change only if you are comfortable doing it and the change is compatible with your officiating style. Otherwise, avoid getting discombobulated during the rating process and wait until after the tournament to sort out those suggested style changes that are best for you.

Concerns and help. During the rating process discuss your major concerns with the Head Rater. Also, our Referee Chair or any of our Region's USA-National or Junior National referees at the tournament can be relied upon for advice and moral support. Bear in mind that any of our referees who are raters cannot discuss matters related to a candidate's evaluation status.

Notification. The Rating Committee will meet nightly to discuss their observations of individual candidates. Around the end of the third day, you will be informed individually by the Head Rater whether you passed or, heaven forbid, failed. All candidates will later have an opportunity to comment formally or informally on the rating process and their respective raters.

Post-Certification. You will receive a Junior National referee patch upon being certified. Upon your return to the region, share your experiences with the RDP program coordinator and with aspiring officials. Be a role-model for other officials. Plan on getting more involved in leadership positions within the region.

Juniors Tips

Match control is strongly emphasized. Do not hesitate to sanction deliberate misbehavior. Use extreme discretion when contact with parents is unavoidable. Be intimate with the scoresheet to help the player scorekeeper unravel scoring problems quickly. A 14s or 12s coach has the same rights as a playing captain.

Free Time

Tour, shop, frolic anything to prevent tournament burnout. However, be well rested for your next assignments. Network and exchange ideas with officiating colleagues. Volunteer as line judge or for support duty such as van driver. Learn from previously unseen USA-National referees officiating, especially the raters. Imbibe only after being done for the day and never while in official's attire.

Tournament Pay

Candidates are not paid for any matches worked prior to being certified as Junior National referees. The USAV National Office will send a payment check for matches and support hours worked about a month after the tournament and a 1099 at the end of the year.

Leaving the Tournament

Check-out. Check out at the officials' workroom referee duty station. Verify the *Matches and Hours Worked Report* against the matches and support hours you worked. Annotate all discrepancies onto the report. Ensure your completed W-9 is in file, else no payment check. Update your *Officials' Conflict Sheet* with your actual departure date and time.

Return to Region. Inform all volleyball decision makers of your new esteemed position. Be allegiant to the obligations of a Junior National referee.

Junior National Referee Obligations

Many influential people will have vested interests in your expected fulfillment of additional obligations when you become a Junior National referee.

Region. You must be a vanguard of our officiating program at the behest of our Referee Chair. You will be assigned to an administrative position such as Fellowship Committee chair/member, Referee Assignor assistant, rating/recertification monitor, and Juniors referee coordinator. At least once a year you will be expected conduct a Regional preseason referee clinic. Be a proactive, accessible advisor and booster of our lesser-experienced referees. Be available to rate referees for new certifications, recertifications, or upgrades.

USAV. You will be certified for four years. To recertify you must officiate at the minimum in two JO National Championships, and in either a JO Qualifying Tournament or a JO National Championships in another year. You may miss only one year in the four-year period.

Officiating profession. As a role model, always maintain high performance and moral standards, and avoid conduct unbecoming an official. As a regarded officiating guru, be well versed on rules and regulations, referee mechanics and techniques, and game strategies. Continue to officiate often in all competition levels and venues. Your expertise, experience, and visibility will benefit all those present.

Advancement to USA-National

You must remain in good standing with USAV and especially the Region by fulfilling your Junior National referee obligations. You must remain an active member of the RDP program. You must have continued to develop your officiating skills.

Application. Only existing Junior National referees certified in a prior USAV season may apply for advancement to a USA-National referee. Junior National referees newly certified in the current season are not eligible. A formal request for a screening evaluation to advance must be submitted by March 1 to the National Commissioner for Junior National Referee Certification and Development. Applicants will be notified by May 1 whether their request has been accepted.

Screening process. The second (Boys) session of the JO National Championships and (for those with serious schedule conflicts) the "A" Division of the U.S. Open Championships will be used to screen accepted applicants wishing to be upgraded to a USA-National referee. Accepted applicants will be evaluated as first and second referees using performance standards higher than for a Junior National referee. The Rating Committee then will inform the evaluated applicants individually whether they qualified as candidates to become a USA-National referee.

Certification. The qualified USA-National referee candidates will be certified the following year at either the NIRSA Collegiate Club Championships (by submitting a request by February 1 to the National Commissioner for Referee Certification and Development) or the U.S. Open Championships. The USA-National referee certification process is similar to that of a Junior National referee.