

OSI Officiating Philosophy

Fair and equitable conditions of competition are maintained and uniformity in the sport is promoted so that no swimmer has an unfair advantage over another.

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What does that mean?

- Success of every meet depends on the official's integrity, knowledge, concern and regard for the competitive interest of the swimmer
- One set of rules applies to all swimmers
- Swimmers get the benefit of the doubt
- We do not judge style
- Demonstrate impartiality and professionalism on deck

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OSI Training Philosophy

Deliver high quality and consistent training to produce and retain qualified, confident officials.

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Master Trainer Role & Responsibilities

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Master Trainer Role & Responsibilities

- Custodians of OSI training philosophy
- Prepare and empower trainers to succeed
- Recruit, evaluate, coach, and train trainers
- Train beyond your own club/team
- Deliver clinics
 - Train the Trainer
 - Official positions, e.g. S&T

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Master Trainer Traits

- More than subject matter experts, proficient trainers
- Skilled mentors
- Ability to suspend ego
- Strong communication and presentation skills

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To become Master Trainer

- Trainer for minimum one year
- Officials Chair endorsement to become a Master Trainer
 - Officials Chair will seek feedback from AOCs and Referees
- Observe Master Trainer present Trainer clinic
- Present Trainer clinic with MT present to evaluate
 - MT submits positive recommendation to Officials Chair
- Must completely understand:
 - Train the Trainer material
 - How to certify for all positions

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To recertify as Master Trainer

- In a two year period:
 - Deliver a minimum of two clinics of any type
 - Attend recertification clinic
 - In-person or electronic

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Trainer Role & Responsibilities

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Trainer Role & Responsibilities

- Custodians of OSI training philosophy
- Recruit and retain officials
- Prepare, empower, support, and mentor trainees
- Deliver high quality and consistent training
- On-deck training
- Clinic presentation optional

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Trainer Traits

- Skilled mentor
- Ability to impart knowledge, accurately explain rules
- Build confidence in others
- Simplify officiating for the trainee
- Ability to suspend ego

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To become a Trainer

- Attend Train the Trainer Clinic
- Recommendation from a Referee or AOC
 - Provide the name of the reference when signing up for the clinic
- For each position:
- Minimum of 12 sessions at OSI sanctioned meets
 - 20 sessions to become a Referee Trainer
- Must understand training progression
- Attend position-specific training clinic as an observer
 - Check OTS then notify Officials Chair of completion of requirements

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To recertify as Trainer

- Minimum of four training opportunities in a recertification period
 - Make sure you log training activities in OTS
- Training opportunities can include:
 - On-deck training
 - Deliver clinic
 - Stroke briefing
- Trainer recertification aligns with official certification

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Clinics

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Pre-Clinic Preparations

- Arrange facility
- Notify OSI office for posting
- Notify Officials Chair for set up in OTS
- Gather training material from OSI website or office
 - PowerPoint presentation (electronic or hardcopy)
 - Defined handouts
 - Ensure sufficient copies for all attendees

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Registration

- Explain how membership in USA Swimming provides protection through group insurance
- Membership pays costs of providing programs and services to swimmers and volunteers
- Criminal background check done by third party through USA Swimming
- Online athlete protection training through USA Swimming

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Presenting the Clinic

- Introductions
- Clinic attendance form
- Review PowerPoint presentation
 - Electronic or hard copy
- *Optional - view video or live demonstration**
- Review training log and expectations
- Sign off on clinic attendance on trainees' log
- Pass out registration forms
- *Optional – can accept fees and forward to OSI office*

* If doing a live demonstration with swimmers coach must be on-deck for insurance purposes

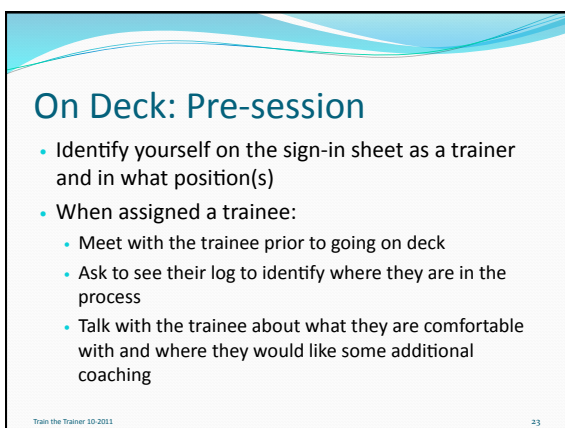
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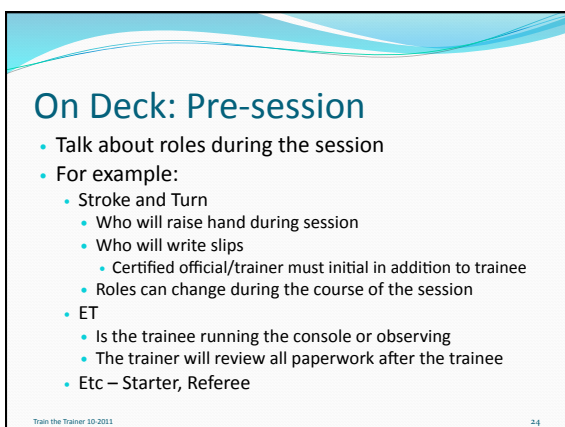
Post-Clinic Responsibilities

- Send attendance log, registration forms, and fees to OSI office
- Log attendance in OTS for USA Swimming registered participants
- Be available to attendees for questions at a later date
- Be able to direct attendees to people who can answer their questions, e.g., AOC or Referee

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On Deck: During session

- Mentor and coach
 - Don't expect trainee to know what you know
 - Encourage trainee to ask questions
 - Allow the trainee to do things
 - Emphasis is on the trainee learning by doing
 - Use rulebook language to describe what you observe
- Model desired behavior
 - Friendly, calm, and positive
 - Interact effectively with other officials
 - Be reliable
 - Avoid gestures on deck

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On Deck: After session

- Provide candid, balanced feedback to the trainee
- Start and end with positive feedback
- Sign and initial all relevant areas
- Encourage the trainee to continue the process and explain next steps
- Thank them and tell them you hope to see them on deck again soon

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Coaching & Feedback

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Coaching is:

- A practice and discipline to improve performance
- Honest dialogue
- Based on mutual inquiry
- Input from a person who has different experience or information

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Coaching is not:

- A technique to use on others
- Giving advice – “telling”
- Offering “constructive criticism”
- Simply demonstrating our expertise to someone else

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Tips for successful coaching

- Ask the person what their concerns might be
- Be frank and positive when discussing areas for improvement
- Discuss and clarify what could be done differently
- Monitor your reaction to mistakes carefully
- Stress the key role of mistakes in the personal learning process “-we’ve all been there”

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Pitfalls

Pitfall	Common Approach	Better Approach
"Advice giving" disempowers the person being coached	<i>"In my experience, it always . . ."</i>	<i>"What have you experienced so far in the training process? What would be most useful to you?"</i>
Coach lacks courage or skills to give balanced feedback	<i>"You're doing great."</i>	<i>"It is clear you understand the rules of each stroke. It is important to use rule book language so you should spend some additional time reading through the rule book."</i>

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Pitfalls

Pitfall	Common Approach	Better Approach
"Grilling" or constantly quizzing the trainee	<i>"What are the rules for breaststroke?"</i>	<i>"When this next swimmer comes in, can you talk me through what you're watching for in breaststroke."</i>
Nitpicking	<i>"You're not at the edge of the pool and you're not raising your hand fast enough."</i>	<i>"It's important we are in the proper position to observe the swim so we want to stand at the edge of the pool. . ."</i>
Not engaging with the trainee in the feedback session	Talking to the form	Use the form for reference. Talk with the trainee.

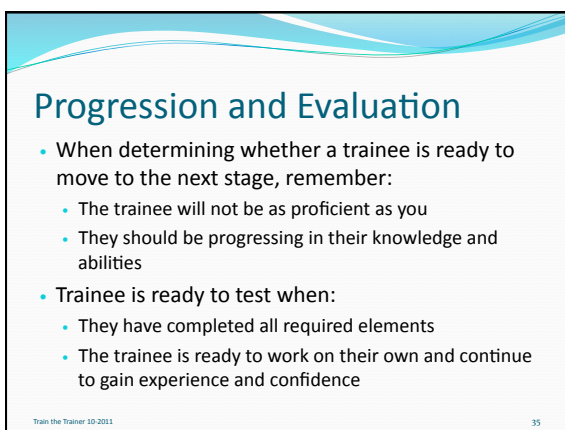
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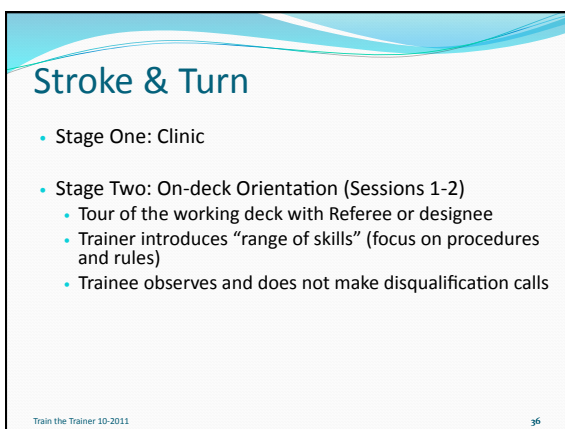
Feedback Steps

- Observe behavior
- Remember any focus area identified by the trainee
- Describe your observations
 - Focus on behavior, not person
 - Be as clear and brief as possible
 - Avoid evaluative, judgmental statements
 - Provide positive reinforcement
- Set the tone for a discussion, not a monologue
- Don't overload the trainee with constant feedback

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Stroke & Turn

- Stage Three: Guided Practice (Sessions 3-5)
 - Trainee takes on more responsibility as deemed appropriate by official, e.g., raises hand and writes up DQ slip. Official must also see infraction and sign off on DQ slip
 - Self-evaluation reviewed at end of session three by trainer or Referee prior to advancement
- Stage Four: Evaluation (Sessions 6-7)
 - At both sessions trainee assumes full responsibility while directly observed by trainer
 - Trainer completes evaluation sheet
 - If trainee is ready to test, trainer signs off on training summary

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Starter

- Prerequisite: Minimum of one year and at least 10 sessions as Stroke and Turn
- Stage One: Introductory Clinic
- Stage Two: Hardware Setup and Starting Only
 - Sessions 1 and 2
 - Equipment set-up and testing
 - Voice control/false starts only, no order of finish
- Stage Three: Full Function Guided Practice
 - Sessions 3 - 8
 - Full function, authority at discretion of trainer or Referee

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Starter

- Stage Four: Two Final Evaluations
 - Sessions 9 and 10
 - Two different trainers, two different sessions
- Summary: 10 Required Sessions
 - Minimum of three different meets
 - Minimum of three sessions at each 12 & under and 13 & over sessions
 - A session can only fulfill one category requirement, 12 & under or 13 & over

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Referee

- Prerequisite: Minimum of one year and at least 10 sessions as Starter
- Stage 1 – Introductory Clinic
- Stage 2 - Deck Referee (Minimum of 8 sessions) Must be completed while working with a minimum of four different Referees, at more than one pool
 - DQ slips: Minimum of two sessions processing DQ slips at meet with 12 & under events; including:
 - Investigating DQs, filling out a DQ log, communicating the DQs to coaches
 - Can be at an ABC or a BC meet but must be under at least two different Referees

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Referee

- Stage 2 (cont) - Deck Referee
 - Whistle starts only: One session blowing the whistle while under the direct supervision of a Referee
 - Guided Practice: One session doing whistle starts and DQs under direct Referee supervision plus three sessions of limited supervision
 - Four sessions total at least two different meets
 - At least one session heavy with BC swimmers
 - Evaluation: Three observed sessions with two Referee Trainers, who indicate if the trainee is ready to test. The trainee is expected to take full Referee responsibility during observed sessions

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Referee

- Stage 3 - Electronic Timing and Hy-Tek Meet Management Operations (scheduled at any time during the training period)
 - Two sessions at different meets working as an ET supervised by a certified ET. Time split between console and paperwork. One session at a BC meet, or heavy with BC swimmers
 - One session performing computer operations with the Hy-Tek Meet Manager under supervision
- Stage 4 - Officials and Coaches Meetings (Minimum of 2 meets) (Scheduled with a trainer at any time during the training period)

The trainee must complete a minimum of:

 - Two officials' stroke briefings
 - Two jurisdiction briefings
 - Two deck rotations
 - One coaches' meeting
- Documentation: Evaluation forms for Stage 2, 3 and 4

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Electronic Timer

Training Requirements:

- Introductory session (deck tour) by Referee
- At least two of first six hours must be with ET Trainer
- Clinic attendance within first 20 hrs
- Two 12 and under meets (could be heavy in 12 and under; at Referee's discretion)
- Heat or lane malfunction
- Hytek operation
- Two consecutive positive recommendations to test from certified ETs following initial five sessions (minimum of 10 hours console and 10 hours times verification)

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Resources

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Resources

- Oregon Swimming, Inc. website
 - <http://www.oregonswimming.org>
 - Officials
 - Training forms
 - List of trainers
- USA Swimming website
 - <http://www.usaswimming.org>
 - Official Tracking System

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If All Else Fails - ASK

- Use all resources available
 - Other officials
 - Referees
 - Area Officials Chair
 - Officials Chair

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Thank you!
See you on deck
