

## NCSA Officiating Overview for the 2023-2024 Season

Hello NCSA parents, and welcome to the 2023-2024 Competitive Swim Season!

### What You Need to Know

- NCSA hosts 4 - 6 swim meets per season.
- These meets are key events for our swimmers' development as well as for Club fundraising.
- Each swim meet is typically 1 - 3 days, and each day is broken into multiple sessions.
- A session runs between 3 - 6 hours and requires more than 40 volunteers/officials.
- All families must have at least one Parent/Guardian qualified as an Official.
- Minimum session volunteer obligation is determined by the level of your most senior swimmer.
- Volunteer/Officials Sign-Up typically opens 2-3 weeks prior to each meet. You will receive emails with exact timings and instructions.
- Each missed volunteer session will result in a \$100 fine at the end of the season.

Minimum annual hosted meet participation requirements per family per season are as follows:

NCSA Hosted Sessions	17 - 18	19 - 20
Development	7	8
L2T4	8	9
T2T5 & T2T7	9	10
Performance	10	11

2023 - 2024 Season NCSA Hosted Meets are scheduled as follows:

- Winter Festivals (2 Sessions) - **January 27 - 28, 2024** - Seton YMCA, Calgary
- John Timmerman's Memorial Meet (5 Sessions) - **February 9 - 11, 2024** - MNP Sports Centre, Calgary
- NCSA March Invitational (4 Sessions) - **March 16 - 17, 2024** - Seton YMCA, Calgary
- Steven Brown Memorial Meet (6 Sessions) - **June 21 - 23, 2024** - MNP Sports Centre, Calgary

**TOTAL SESSIONS PLANNED FOR 2023-2024: 17**

### How to Get Started:

#### 1. Activate your Swim Canada Officials Account

- a. You will receive an email in the near future with instructions on how to do this. You MUST have an active Officials account with Swim Canada to volunteer on deck.
- b. Contact Robin Loyola, Club Administrator, at [office@ncsaswim.ca](mailto:office@ncsaswim.ca) with any questions related to these accounts.

## 2. First year parents:

- a. Take the online course “**Introduction to Swimming Officiating Clinic**” as well as the “**Safety Marshal Clinic.**”
- b. You will be required to shadow a qualified Timer two times before you are considered qualified. This will be explained further in volunteer sign-up emails.

## 3. Second year (or later) parents:

- a. We need you to begin progressing to more senior (Level 2) officials positions.
  - b. On-Deck roles include:
    - Stroke and Turn Judge
    - Chief Timekeeper
    - Starter
  - c. Desk Roles:
    - Chief Finish Judge
    - Clerk of Course
    - Recorder/Scorer
    - Electronics
  - d. It is recommended that you start with Stroke and Turn, however if you are interested in training as a Starter, Chief Timekeeper or in one of the Desk positions, please contact the Officials Coordinator.
  - e. Please take the appropriate online course(s) prior to signing up for a position.
4. All courses can be accessed at <https://www.swimming.ca/en/clinics/>

## FINAL NOTES:

- Please read **ALL** of your emails carefully throughout the season as they will contain detailed information and instructions for how and when to sign up to volunteer at each hosted swim meet, as well as other important details.
- The Officials dress code for the 2023-2024 season is as follows: As per Swim Canada guidelines, all officials **MUST** wear black bottoms (pants, shorts, skirt) and a collared shirt in either **WHITE** (Timers and Chief Timekeeper only), or **RED** (all non-timing related positions).

Please contact the NCSA Officials Coordinators, Margaret Palmer and Amy McMillan, at [ncsa.officials@ncsaswim.ca](mailto:ncsa.officials@ncsaswim.ca) if you have any questions or concerns.

We look forward to seeing you on deck!