

## **Procedure: Officials Assignment Criteria**

### **Objective:**

The Officials Committee (OC) has the responsibility of assigning officials and/or pools of officials for various competitions including Mountain Regionals, Sectional Championships, STARSkate Championships, Alberta Winter Games and Arctic Winter Games (in years they are offered) and all other STARSkate, Synchronized Skating and Competitive Invitational Competitions. Assignments will take into consideration development, promotion and exam candidate needs or where assessments for promotion purposes are required. The Committee authorizes officials to participate in out of province competitions/events and/or assessment sessions. The Committee shall endeavour to be inclusive in invitation surveys to events in order to ensure officials have opportunities to further develop skills and stay engaged. The Committee shall assign the most qualified, capable and professional officials to section related events with attention to also providing assignment to officials in training or for development purposes. These opportunities will be in balance in making the best-possible panels for the skaters, particularly at qualifying competitions. As required out of Section assignments will be made for skill development and/or activity purposes.

### **Responsibilities of Officials:**

The assignment of officials is conducted to align the development, promotion and activity requirements of officials and the annual workplan objectives of the Section. Officials accepting an assignment are responsible to review and accept the following:

- Undertake their duties in such a way as to treat every athlete objectively, fairly and according to the rules and guidelines as set out by Skate Canada. Athletes are to be assessed on their own merits, not their club/coach/section affiliation.
- Abide by the Skate Canada Code of Ethics. Failure to do so may result in their removal from an event followed up with written feedback and/or a recommendation to not assign the official for potential future events.
- Act professionally at all times as they interact with fellow officials, coaches, skaters, Technical Representative, Assessment Coordinator and Local Organizing Committee volunteers. Failure to do so may lead to verbal in the moment feedback and/or written feedback on performance and/or removal and/or non-assignment to future events.
- When requested, provide post event performance feedback to athletes, through the Technical Director to support athlete development. For synchronized skating events, provide comments to the specific referee/technical controller requesting feedback or directly to specific coaches, if official is assigned as Referee or Technical Controller.
- Shall not use electronic devices while on the officials stand and shall refrain from using social media during an event. Further, the use of social media shall be done in a way that does not contravene the Code of Ethics or in any way leave a negative impression of our sport, including about athletes, officials, coaches or volunteers, on the reader/viewer.

### **Criteria for Assignments:**

The following criteria shall be considered when assigning officials to events:

- Officials who have demonstrated technical competence, professional behaviours and deportment will be prioritized in terms of assignment. Any previous feedback letters or correspondence provided to officials by the Committee will be utilized as a reference.
- Officials who meet the qualification requirements of the particular event. Where possible multiple discipline officials will be utilized and those seeking promotion to achieve an additional discipline shall be assigned.
- Officials who require assignments in order to support their development and promotion goals will be considered for assignment. Recently appointed judges, technical officials, and data specialists will be balanced on panels/teams with officials who are more experienced in order to support the development and success of all officials.
- Given that all officials shall judge fairly and without bias, geographic representation is not required but shall be considered.
- Budget and location shall be considered.
- As required, out of province officials who can support the development of our athletes and/or officials will be invited to officiate at section events.

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**Definition of Officials:** In the case of the work of the Officials Committee (OC), the term “officials” refers to the follow group of contributors to the sport of figure skating:

- Technical Representatives
- Referees
- Judges
- Evaluators
- Technical Controllers
- Technical Specialists
- Assistant Technical Specialists
- Base Level Technical Officials
- Chief Data Specialists
- Data Specialists
- Data Input Operators
- Video Replay Operators
- Officials In-Training

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