

OFFICIALS and COMPETITION COMMITTEE (OCC)

TERMS OF REFERENCE



Name of Committee

Swim PEI Officials and Competition Committee (OCC).

Mandate and Scope

The Officials and Competition Committee (OCC) is an active advisor to Swim PEI in matters related to Officials; Officials Education and Development; and Competition Procedures and Policies. The committee also ensures that Swim PEI makes officiating and competition decisions that are aligned with the Strategic Plan and in doing so, takes into consideration and understands the potential impacts.

Members

The Committee is comprised of:

- Chairperson, as appointed by Swim PEI;
- 1 member from each Club who are the Meet Managers;
- 1 member from each club who are the Officials Coordinators;
- Swim PEI Executive Director and/or their designate, ex-officio.

Chairperson Qualities

- The Chair will be appointed for a two-year term by Swim PEI and will also sit on the Technical Committee (TC).
- Ideally this individual will be appointed to ensure succession planning of officials and leadership development of officials in the province and should in most cases not serve more than three (3) consecutive two (2) year terms.
- Consideration should be given to individuals with experience in Para-Swimming Officiating

Education and Development of Officials

- Responsible for supporting the implementation of officials' clinics, education, development and evaluation of officials, including para-swimming officials at the provincial level.
- Conducting and implementing officials' clinics on a regular basis.
- To provide mentorship and guidance to developing officials and supporting clubs in the development of their officials
- To provide guidance and oversight to the development process of referees including mentorship, recommendations for eligible referees, recommendations on referee evaluations and submit to Swimming Canada applications for appointment of officials to Level 5.

Competition and Rules

- Responsible for ensuring the Swimming Rules of Canada are fairly implemented in all sanctioned competitions. Ensuring consistency in officiating at all competitions.
- Provide leadership on Swimming Canada rule interpretation and where required make recommendations for rule changes.
- To provide advice and recommendations on Competition Procedures and Policies i.e. – Sanctioning Policy
- To provide direction, advice and recommendations to rules that fall under the authority of the provincial section (i.e. – scratch rule).
- To help with informing coaches of latest rule changes and what to expect from the officials at meets with these rule changes.

Governance & Reporting

- The committee will report to Swim PEI through the Officials and Competition chair.
- Swim PEI will recognize the expertise of the Committee and will review progress submissions;
- provide administrative and budgetary support to the Committee for its approved programs

Budgets

- The committee will develop and recommend an annual budget for Officials Development programs by May 30th of each year and submit to Swim PEI for consideration in the annual budget submitted at the Swim PEI AGM.
- Swim PEI will provide the Committee with details of all funding that has been approved for Swim PEI at the provincial and national level.
- The Committee will provide a written account to Swim PEI of all project expenditures and revenues immediately following the completion of the officials' projects.

Review and Approval:

Swim PEI will evaluate the performance of the committee annually. Swim PEI will review these terms of reference from time to time.