

Requirements for Officials Advancement, Level 1-3

This document is based on the [NOC Upgrading Criteria](#), and [Core Competencies for Athletics Officials](#). It describes expectations of knowledge and skills at each of the levels. Mentors (evaluators) should ensure that candidates meet these expectations before recommending advancement to the indicated level.

It is the personal decision of each official when (and if) to apply for upgrading. If an official wants to remain at a lower level, his or her contribution will be respected and valued. However, each official must participate and earn 8 credits each calendar year to maintain certification.

Level 1

An official at this level is a “generalist”, and should volunteer in a range of disciplines in order to gain broad experience as described in Level 1 competencies. No evaluation is required. The official at this level should be familiar with the layout of the stadium and its venues. He or she should recognize the roles of the major officials and general procedures for the events as well as safety considerations in and around the event(s). He or she should be familiar with the *BC Athletics Officials Ethics and Guidelines for Conduct* as presented in the Level 1 Workshop, and be able to work within it.

Requirements for upgrading to Level 1

- Participation in an Introductory workshop
- Completion of 6 credits including at least 1 track and one field credit
- Current membership in BCA

Level 2

An official at this level is a “generalist”, and is assigned to a range of disciplines in order to gain broad experience as described in Level 2 competencies. The official should be able to perform some judging tasks, after an orientation, and with supervision by the event’s Chief. Core disciplines for Level 2 are: Umpire, Starters Assistant, Starter, Vertical Jumps Judge, Horizontal Jumps Judge, and Throws Judge. Other track disciplines, such as Walks or Photos may be substituted for SA or Starter, if the candidate has experience in them. Umpiring is fundamental.

Requirements for upgrading to Level 2

- Participation in a Level 2 workshop
- Current membership in BCA
- 12 credits since upgrading to Level 1, including a minimum of 4 credits in Track and 4 credits in Field).
- Completion of a Level 2 passport, indicating that listed tasks in both track and field disciplines have been done.
- Acknowledgement by a senior official indicating that the candidate has shown his readiness for advancement-by demonstrating key abilities in a Track discipline and also in a Field discipline. Key abilities at this level include:

- Complete assigned paperwork correctly (recording sheet, umpire report etc.)
- Communicate effectively and respectfully with other participants
- A supportive and cooperative team member
- Perform assigned judging tasks correctly after instruction and supervision by a senior official
- Familiar with the rules related to the assigned judging asks
- Familiar with basic safety precautions for the event

NB. The official may begin recording in the Level 2 passport at any point. It will be provided to participants in Introductory workshops, and is available on-line.

NB: New volunteer officials who have extensive experience in Athletics, as competitors, coaches, or administrators will be given special consideration in regard to advancement. The official can challenge Level 2, after participating in a Level 2 workshop, without meeting requirements for credits, or completion of the Passport. Advancement will be based on past experience, quiz by a senior official or other means to demonstrate competency.

Level 3

The official at this level possesses all the knowledge and skills described in Level 3 competencies for his area of specialty. In addition, he or she is able to act as the Chief Judge at a Provincial Championship or equivalent event with similar length, range of events, registration numbers and implications of performance results. He or she should be able to instruct and supervise a small team of officials, train volunteers, and instruct athletes. The official should have complete familiarity with the technical rules in the area of specialty.

Requirements for upgrading to Level 3

- Completion of 16 credits since upgrading to Level 2
 - 4 of which must be at Provincial Championship or above meets
 - 8 of which must be as Chief, Assistant Chief or Section Head
- Current membership in BCA
- 1 year of service as a Level 2
- Successful completion (80% mark) of the NOC Open Book Exam
- Two evaluations in the chosen discipline by senior officials indicating that he or she is ready to progress to Level 3, by demonstrating key abilities:
 - Can perform all related judging tasks independently
 - Can perform responsibilities of the Chief or Section head under supervision of a senior official, e.g.
 - Place and instruct a small team of judges and volunteers
 - Provide instructions to athletes
 - Perform a safety inspection
 - Supervise set-up and tear-down of the venue
- The two evaluations must take place at different stadiums, showing versatility and flexibility. The BCA Officials Committee has funds available to support officials travel for upgrading purposes.