



## **Annual Checklist for Officials**

### **1. Help recognize our (most) outstanding officials.**

Follow the link to our [BCA Officials Awards Nomination Form](#). Nominate a member official who has done a super job of supporting our competitions and our athletes. There are awards for long-serving officials, and for novice officials as well. Awards will be presented at the BCA Annual Awards banquet. You could also ensure that your Club recognizes its own member officials for their contributions; for instance at your Awards ceremony or Annual meeting.

### **2. Build up your certification.**

Have you completed requirements for the next officials' certification level? [Find out what you need to do to upgrade](#) OR Complete the [Upgrading Tracking Survey Form](#) to let us know your plans for the next season.

### **3. Get involved**

Participate in the BCA Officials Annual general meeting, and keep in touch with developments in officiating, and officials from around the Province.

### **4. Bring a friend.**

BC has the largest group of Athletics officials in the Canada. One of the key elements that continues to bring us success is a strong network built on friendship. Most of our officials have been brought in by friends or relatives. It's all about relationships. Do you know someone who would fit in? Bring a friend to a meet to work with you, or to the AGM. Everyone counts.

### **5. Sponsor an Introductory workshop.**

We have a Province-wide network of Level 1 trainers. Does your Community or Club have a group of people that would like to get started in a rewarding and exciting volunteer role as a field of play official? Get in touch with the [Officials Development Coordinator in your Region](#) and ask about sponsoring a workshop. It's painless, and it's free.

### **6. Renew your membership January 1st each year!**

All volunteer field of play officials are required to have a BCA membership. First time BC Athletics members applying for membership after August 31st will receive an extended membership valid from the application date through to the end of the following year.

Club Members.....contact your Club Registrar  
Unattached officials..... [Renew your membership online](#)

In either case, please ensure that your membership application includes the officials designation, in addition to your registration in any other category (Coach, Athlete, Club Administrator).

