

Officials Liaison Job Description

This position is the contact for the club with BCSSA Officials Development Committee. Any correspondence from them is directed to the club liaison person.

Description from BCSSA Website:

“In BC, officiating is overseen by the BCSSA Officials Development Committee (ODC). The ODC can be contacted directly at officials.development.committee@gmail.com, or through the Club Official’s Liaison. **The Club Official’s Liaison main roles are to be the contact person between ODC and the club, maintain the club’s officials’ contact information, update club officials about rule changes, pair officials for mentorship opportunities and arrange for Officials Clinics.**”

This person should arrange to have Clinics in the club; every year should host a Level I – Introduction to Speed Skating Clinic. The Liaison isn’t responsible for conducting the clinics, but for arranging for course conductors, setting up a place to conduct the clinic, getting permission from ODC to host the clinic, then advertise for people to sign up for the clinic. It also means sometimes talking to parents and convincing them to take the clinics. As well, if Officials in the club require a Level II clinic in their discipline, the Liaison should try to arrange a clinic, contact ODC for information on where these clinics may be held etc.

We have the following people in the club that are certified to conduct clinics: Level I and Meet Coordinator
Level II: Karen MacLaren & Carol Dougan. Level II Place Judge: Shelley Hewitt Nikkel. Level II Recorder: Trish Archibald

I have a binder that I created that has a list of every competition that has been hosted by Kamloops Long Blades since 1999. This is a reference for anyone that needs to look up and see what competitions that they officiated at in order to determine if they qualify for upgrading for certification. This should be maintained, and need to ensure that the Meet Coordinator from every KLB competition provides their list of officials for that competition.

Towards the end of the season, should advise all Officials that their upgrade requests must be submitted to ODC by a certain date in order to be evaluated. I maintain another binder with all the upgrade requests and certified Officials listing.

At the end of the season, after the ODC has provided their list of upgraded officials, I always check the list to make sure our officials information is all correct, and that any officials that applied for certification were approved if they met the requirements.

Because our club and all other clubs constantly need to keep recruiting officials, I always try to talk to parents and get them involved in officiating in any form. For a lot of people they still like to be asked. A lot of people won’t just come forward and volunteer. I find this the hardest because I am on the ice and really don’t get a chance to talk to parents.

At the end of the season, I go through the list of officials and determine which ones are eligible for recognition. There are pins to be awarded for 5, 10, 15 and 20 years of officiating, and we award these at our Annual Year End Awards, Banquet and AGM

This is not a hard position, but it is one that MUST be filled within the club if the club is going to continue to be successful. If we don’t host competitions, we will find that the club will start to suffer. I have done this job for approx. 15 years, so I have a lot of knowledge to pass on, but now someone else needs to take it over, and learn from me now, as next year I won’t be around as much.