

THREE YEAR CHECK LIST FOR NEW OFFICIALS

FIRST YEAR:

OFFICIAL RESPONSIBILITIES:

- Attends all association meetings, training sessions unless work conflicts
- Obtains and maintains appropriate uniform(s) including short and long sleeve shirts, shirts of appropriate stripe width for different leagues
- Obtains and maintains clean GHSA approved shoes
- Appears in clean uniform, shoes shined
- Arrives on time for all assignments. Participates in pre-game meeting
- Scores 85 or greater on GHSA Part II test
- Takes and passes all association based quizzes and tests
- Keeps association notified of all availability changes
- Obtains and reads all NFHS rules, casebook and newsletter publications
- Attends study group if assigned
- Obtains GHSA mechanics manual print out
- If possible select mentor from pool of mentors

ASSOCIATION RESPONSIBILITIES:

- Gives well in advance calendar of meetings, training sessions and study groups including summer 7 on 7 passing leagues if available
- Assigns official a mentor from mentor pool who participates in year end review
- Allows official to work different positions during the year

- Observes and offers constructive criticism of performance
- Grades performance with emphasis on GHSA mechanics taught
- By end of year a more permanent position assignment is decided with input from mentor, training officer and official

FIRST YEAR END REVIEW:

- To include official, association officer and mentor.

What did well

What needs off-season work.

This can be appearance, conditioning, rule and mechanics knowledge, working other sports

to broaden officiating experience, conflict resolution with other officials

Put in writing to be permanently available in training platform

SECOND YEAR:

OFFICIAL RESPONSIBILITIES:

- All first year responsibilities **PLUS**
 - Has chosen position and demonstrates mechanics for multiple Positions and knowledge for same to assist association need
 - Actively participates in study group including rules and mechanics
 - Actively participates in all pregame conferences
 - Demonstrates improvement in areas that needed work from first

year-end review

-Reviews all performances of assignments if available on HUDL

ASSOCIATION RESPONSIBILITIES:

-All first year responsibilities **PLUS**

-Provide crew assignment if association schedules in that manner

-If not providing crew assignment inform official as to why

-Arrange for film review session(s) or on field eval with mentor

-Yearend review as prior year

THIRD YEAR:

OFFICIAL RESPONSIBILITIES:

-All year one and two **PLUS**

-Demonstrate personal responsibility for assignments/progress

-Demonstrate improvement in areas identified from year end review(s)

ASSOCIATION RESPONSIBILITIES:

-All year one and two **PLUS**

-Provide playoff experience at some level if merited

-Provide extended playoff experience on chains for Association or district crew.