

OFFICIALS GUIDE

SASKATCHEWAN MARTIAL ARTS ASSOCIATION

SMAA OFFICIALS COMMITTEE
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1. OFFICIALS COMMITTEE OBJECTIVES

1. To oversee the training, development and evaluation of provincial officials.
2. To monitor the progress of SMAA officials.
3. To establish, maintain and improve standards for SMAA officiating.
4. To support the development of provincial officials by providing training and evaluation.
5. To develop and maintain provincial officiating standards of committee members.

1.1 Strategies

1. Coordinate and proactively ensure the development and upgrading of SMAA officials.
2. Educate participants to understand the relationships among officials, coaches and quality of competition through structured training programs.
3. Prepare individuals to function as officials in provincial competition.
4. Train individuals to implement SMAA competition rules as adopted by SMAA through provincial training and evaluation.
5. Design and develop training tools and aids for teaching officiating.
6. Design and improve a framework for a legacy of officiating excellence.
7. Developed and maintain a database of all qualified SMAA officials.

2. OFFICIAL LEVELS

Level 1 – Score and time

Level 2 – Corner Official

Level 3 – Centre Official

Level 4 – Ring Official

Level 5 – Tournament Arbitrator

2.1 Criteria for SMAA Officials

Theory Test ≥ 90%

Head Arbitrator – Appointed by SMAA Board from list of approved Arbitrator
(In charge of seminars, rules updates, keeping track of Judges)

Tournament Arbitrator – Appointed by Head Arbitrator from approved list
(Will appoint all Head Officials at Tournaments – position can be shared by Head Arbitrator & Ring Official)

2.2 Designation

Tournament Arbitrator - over 18 years

Ring Official – over 18 years

Center Official – any official 16 years or older, officiating age and rank below

Corner Official – any official 14 years or older, officiating age and rank below
Scorekeeping - over 14 years
Timekeeper - over 14 years

2.3 Attendance Criteria and Positional Duties

(Minimum Standards)

Arbitrator – must be at least a 3rd Degree Black belt or 12 years minimum in Martial Arts training and attended a minimum of 3 SMAA Tournaments per year.

- Oversees the application of the SMAA set rules at Tournaments.
- Assists all Officials in understanding the rules.
- Settles disputes at Tournaments.
- Has the right to exchange Officials.
- Should be able to provide report when needed.
- Should not officiate unless absolutely necessary.
- Will guide, encourage and positively mentor the officials under their care. Will deliver positive feedback and practical advice for improvement to all officials under their care.

Ring Official – must be 2nd degree Black Belt or minimum 8 years in Martial Arts and attended at least 3 SMAA Tournaments per year.

POSITIONAL DUTIES

- Assists all Officials in understanding the rules
- Assigns Officials at Ringside
- Oversees a Ring
- Will help Officials with all rules
- Will guide, encourage and positively mentor the officials under their care. Will deliver positive feedback and practical advice for improvement to all officials under their care.
- Will prepare a confidential report at the end of each day on the performance of candidate officials using the appropriate forms
- Those reports will address areas that require further education
- The ring official can appoint the Centre Official and Corner Officials and serve in any capacity.

Center Official – must be a Black Belt or equivalent and have attended at least 3 SMAA Tournaments per year

POSITIONAL DUTIES

- Makes sure all Corner Officials understand the rules
- Make sure that all Officials at a Ring pay attention
- Calls point and/or score when needed
- Works with his corner officials, when foul is indicated

- Makes sure that points are properly recorded
- Can be the ring official or any person designated by the ring official
- Can appointed a Corner official to take Center, switch position to train.
- Will guide, encourage and positively mentor the officials under their care. Will deliver positive feedback and practical advice for improvement to all officials under their care.

Corner Officials - Must be at least a Blue Belt (Advanced Level) or 3 years of Martial Arts training, must be of 14 years of age (can only judge below their Belt Rank & Age Level) and attend at least 3 SMAA Tournaments per year

- Has understanding of the SMAA rules
- Must show good positioning during match or performance.

Time Keeper – should be minimum age of 14 years and had instruction by Tournament promoter on proper time keeping procedure.

Score Keeper – should be minimum age of 14 years and had instruction by Tournament promoter on proper score keeping procedure.

2.4 Experience at Provincial Tournaments and Clinics for Officials

Each official will be tasked with a fair share of officiating commensurate with experience and skill levels.

SMAA will endeavor to support and provide a positive experience for all officials at the championships and clinics.

Senior officials will support and provide a positive experience for all SMAA officials at championships and clinics.

2.5 Provisions For Out of Province Licensed Officials from SMAA Affiliates

Officials who are resident in Canada and who have current SMAA Officials license shall be automatically recognized.

3. RESPECT

1. Respect the staff

All SMAA officials are volunteers and must respect that all other support staff that make the SMAA events successful are also volunteers. Officials must understand and accept that all have specific tasks and functions, without which an event could not run and that no function is any more or less valuable than any other. The smooth running of a match and match area is closely intertwined with the relationships among the technical officials, facilities, administrative and other staff who have donated their personal time for the benefit of SMAA.

All officials and staff are bound by the guidelines of the SMAA Harassment Policy.

2. Respect the athletes

Officials must constantly study and strive to improve officiating skills to show respect for athletes and their efforts.

3. Respect the rules

There cannot be a change of rules at any event.

4. Know the limits of your responsibilities of your tournament position

Officials working during matches will not be expected to tolerate complaints about match outcomes, calls or any verbal or other types of abuse such as visual gestures etc. The rulebook contains provisions for dealing with such matters. When an official is affected by a situation that is not covered by the rules, it must be immediately reported to the Arbitrator, who will bring it to the attention of the Tournament Promoter and further to the SMAA Tournament Committee.

4. CODE OF CONDUCT

SMAA Officials' code of ethics. Please note that all officials must be familiar with and adhere to the current SMAA Conflict of Interest guidelines, In addition to adhering to the general SMAA code of ethics, officials will:

- study the rules and mechanics of the tournament;
- observe the work of other officials; actively seek constructive criticism from my colleagues; and will
 - constantly seek to improve my skills as an official
 - have and maintain sound physical condition by undergoing regular physical examinations to ensure physical capabilities for the task
 - remember that while working as an official is important, officials will conduct themselves in such a manner that attention is drawn, not to the official, but to athletes. It will be remembered that the sport is more important than the wishes of any individual athlete, coach, instructor, school owner, or personal ambitions of officials
 - report in a timely fashion for all meetings and assignments, be prepared to
 - participate fully until the last match; and attend all debriefing sessions before dismissal
 - dress and maintain appearance in a manner befitting the dignity and importance of the officiating profession
 - render fair and impartial rulings
 - shape their character and conduct so as to be a worthy example to peers, athletes, coaches, parents and spectators
 - be fair and unbiased in decisions, rendering them without regard to outcomes
 - give complete cooperation to the organization that is served and of which they are members
 - cooperate with fellow officials and do nothing either directly or indirectly to cause public embarrassment

- be firm but not overbearing, humble but not ingratiating; positive but never rude; dignified but never arrogant; friendly but not companionable calm but always alert
- work in a collaborative, harmonious fashion with colleagues, freely accept comments for personal betterment, and provide discreet and constructive advice to others when appropriate
- not consume alcoholic beverages during the day(s) of a Championships when scheduled to officiate
- not consume drugs of any sort
- not make requests to officiate specific matches
- refrain from criticizing or attempting to explain a judgment by a fellow official
- honor all assignments regardless of possible inconvenience or financial loss
- become familiar with and abide by all SMAA policies
- pursue any concerns or complaints related to officiating through the appropriate channels
- never use a position of authority for any type of personal gain
- refrain from any behavior, word or deed that may be construed by others as offensive
- conduct themselves according to this code when representing their provinces at National events, and when representing Canada
- support, help and encourage other Canadian officials at national and international events
- Conduct deemed to violate the SMAA code of ethics will be subject, to sanctions in accordance with SMAA disciplinary policies.

5. CONFLICT RESOLUTION

Introduction

Nearly all conflicts involve underlying emotional issues. The stronger the feelings, the more difficult the resolution. To address the feelings of all parties is absolutely necessary to resolve conflicts.

Listed below is a conflict resolution model that emphasizes emotions and increasing the Chances of Success.

The probability of a mutually agreeable solution is increased when:

- The parties are in direct communication
- The parties have learned the basics skills of listening and understanding.
- The parties honestly communicate both thoughts and feelings
- There is a mutual respect of needs and feelings.
- Neither party feels superior or more powerful.
- Participation is voluntary, not forced.

- The goal is a win-win outcome.

This principle is followed:

First seek to understand, then to be understood.

Basic Steps

A. Seek To Understand

Validate each person's feelings.

Confirm a willingness to solve problem.

Seek understanding of the cause of the feeling.

Confirm accurate understanding. Paraphrase. Identify the underlying unmet emotional needs.

Show empathy.

Ask the powerful and positive question:

What would help you feel better?

B. Seek to be understood

Share your feelings & needs

Confirm accurate reception & understanding.

C. Mutually generate options and resolutions

Brainstorm solutions (while withholding evaluation/judgment).

Discuss each party's feelings about alternatives.

Make selection which maximizes positive feelings and minimizes negative feelings.

Hints

1. Resist the inclination to focus on behavior at the expense of addressing the feelings behind the behavior.

2. Allow the least powerful person the lead role in generating and evaluating options.

This helps balance the power.

6. NUTRITIONAL ASPECTS OF REFEREEING

Fluid and nutrition suggestions for the referee.

The recommendations below are for referees:

- Follow pre-match meal suggestions for players.
- Plan ahead for easy and quick access to fluids during matches.
- Water, sports drinks and carbohydrate, replacement solutions are viable drink options.

- Consume sports drinks to minimize dehydration and provide some carbohydrate to delay fatigue.
- Eat solid food if you find that you can tolerate this.
- After an event, replenish glycogen early, especially when matches consume entire days.
- During periods of heavy and frequent travel, consider suggestions for eating on the road.

Summary

Have a good breakfast.

Have nutritional snacks available during the day.

Avoid a heavy lunch.

Keep hydrated.