

# ATTACHMENT 'D'



## **MEN'S NATIONAL TECHNICAL COMMITTEE OFFICIATING POLICY**

## **SELECTIONS STANDARDS**

Version 1.0 May 2014



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## **AUTHORITY**

This Referee Accreditation Standard has been developed as an attachment to the Men’s National Technical Committee Officiating Policy to provide referee accreditation standards for all trial, interclub, premierships, championships, tournament and international lacrosse matches as arranged or sanctioned by the ALA in accordance with:

- Australian Lacrosse Association Constitution and Rules
- Australian Sports Commission National Officiating Accreditation Scheme

This document replaces all previous versions of the Men’s National Technical Committee referee accreditation standard.

Dated this    4    day of                      May                      2014

\_\_\_\_\_  
Graham Sharpe  
ALA Director, Officiating

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Australian Lacrosse Association website – <i>Men - refereeing</i> page.		
Men’ National Technical Committee members		
Australian Lacrosse Referees Association		



## DOCUMENT REVIEW ARRANGEMENTS

This document shall be maintained and reviewed annually by the Men's National Technical Committee.

The Referee in Chief, Australia is responsible for managing the updating of this document, in consultation with Men's National Technical Committee members, using the template approved by the Australian Lacrosse Association.

Proposed changes to this document should be forwarded to:

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Or

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## **Men's National Technical Committee**

### **ATTACHMENT 'D'**

### **SELECTION STANDARDS**

## **1 INTRODUCTION**

This Standard is an attachment to the Australian Lacrosse Association Limited (ALA) Men's National Technical Committee (MNTC) Officiating Policy. It is part of a formal officiating policy structure which includes standards for the training, assessment and selection of Australian lacrosse officials (referees, assessors and other officials).

## **2 AIM**

To: provide fair and equitable selection standards for the appointment of lacrosse officials in accordance with the requirements of the ALA Officiating Policy.

## **3 APPLICATION**

The primary application of this policy is the establishment of standards for the selection of lacrosse officials for all trial, interclub, premierships, championships, tournament and international men's lacrosse matches as arranged or sanctioned by the ALA.

This Standard must be read in conjunction with the MNTC Officiating Policy & Standards and ALA Championship and High Performance By-Laws related to officiating requirements.

### **3.1 REQUESTS FOR OFFICIALS**

All requests for Australian lacrosse officials to participate in any championship, tournament and international men's lacrosse matches as arranged or sanctioned by the ALA must be directed to the ALA who will advise the Referee in Chief (RIC).

On receipt of an approved request from the ALA the RIC will promptly undertake the following actions:

- Obtain sufficient details to provide initial advice on the potential requirements to the Chief Referees for circulation within their competitions

- Calculate the number of officials (referees and assessors) required for events conducted in Australia using the formulae described below (see paragraph 4.1–Determining Requirements)
- Continue to act as the main point of contact with the body requesting the appointments
- Commence the required selection process in accordance with the MNTC Officiating Policy and this Standard as soon as practicable.

### **3.2 ESTABLISHING SELECTION PANEL**

The ALA RIC will ensure the appropriate appointment of a Referee in Chief for an event in accordance with the criteria below.

The appointed event Referee in Chief will then be responsible for using the MNTC Officiating Policy and this Standard to:

- Establish an appropriate panel to undertake the selection process
- Consult with the panel members to determine the appropriate criteria and timelines for the selection process
- Engage with the officiating fraternity, through the MNTC and Australian Lacrosse Referees Association (ALRA), to call for nominations
- Provide all nominees with clear information about the, nomination requirements, selection processes and associated timelines
- Complete the selection process and provide the ALA RIC with recommendations for selection within the published timelines.

#### **3.2.1 International**

The ALA RIC will conduct the selection process for all international officiating appointments for field lacrosse (this includes all Federation International Lacrosse (FIL) Championships, ASPAC, European and other international appointments).

#### **3.2.2 Men's Indoor Lacrosse**

The ALA appointed Indoor Chief Referee will conduct the selection process for all men's indoor lacrosse appointments at International and National events.

#### **3.2.3 ALA Championships & Tournaments**

The ALA RIC will conduct the selection process for ALA National Senior Championships/Tournaments.

The host state ALA appointed Chief Referee will conduct the selection process for all other ALA National events.

If the ALA RIC or host State Chief are not available the MNTC will appoint a RIC for the relevant event.



### **3.2.4 Other Tournaments**

For all other tournaments the MNTC will appoint a RIC for the event.

### **3.3 ESSENTIAL SELECTION CRITERIA**

The selection criteria detailed below will be applied by the appointed event Referee in Chief to the processes for selecting officials in accordance with the principles contained within the MNTC Officiating Policy and Terms of Reference.

Essential criteria for all officials in any competition are:

1. Eligible for the relevant competition in accordance with the applicable competition by-laws and regulations and;
2. Currently active within Australia as a referee, assessor or official (as appropriate) and;
3. Accredited at the required level in accordance with the relevant MNTC Officiating Accreditation Standard or;
4. Invited to participate (in Australian National Championships / Tournaments) by the ALA and assessed as appropriate by the MNTC (see paragraph 4.6–Invited Officials below)

Additional individual criteria for selection will be assessed within the categories of Essentials, Highly Desirables and Discriminating Factors as described for each of the competitions listed below.

### **3.4 LIMITATIONS**

The MNTC is responsible for ensuring that all officials recommended by a selection panel for nomination to the ALA for appointments in accordance with this Standard are suitable qualified for the relevant competition.

The MNTC may recommend to the ALA RIC that there are insufficient officials with the relevant qualifications to meet the request for officiating appointments to a particular competition. This determination will only be made after the selection processes required by this Standard have been completed.

The MNTC retains the right to directly appoint officials to nominated roles under the provisions of MNTC Officiating Policy, paragraph 3.1 Key Principles to *“Support for succession / development / mentoring strategies for individuals, State or National officiating groups”* where there are insufficient:

- Ranked alternates available to undertake a nominated role
- Applicants for any advertised role(s)

In the absence of any ranked alternate or applicants available to undertake a nominated role the ALA Referee in Chief will consult with State Chief Referees to identify:

- Any applicant who may be ineligible for selection (under essential requirement number 3)
- Any other official who may be sufficiently qualified to deliver the kind of support provided for in the 'Key Principles'.

All officials identified in this way will then be assessed and ranked using the selection processes and the final nominee(s) approved by the MNTC before presentation to the ALA RIC (see paragraphs 6.1 and 6.3 below).

## **4 NATIONAL CHAMPIONSHIPS / TOURNAMENTS**

The MNTC and ALA Director of Officiating are responsible for the appointment of a Chief Referee and Referee panels under the provisions of the ALA By-Laws for Championships & Tournaments. To comply with this responsibility this Standard details the following criteria for the selection of officials for Australian National Championships / Tournaments ('Events').

The appointed event Referee in Chief (see paragraph 3.2.3 above) is responsible for appointment of referees and assessors to these events in accordance with the following requirements.

### **4.1 DETERMINING REQUIREMENTS**

The ALA Referee in Chief is responsible for determining the number of officials required for events conducted in Australia (see paragraph 3.1 above) in accordance with the following formula.

#### **Referees**

The number of referees required for any event will be determined using the FIL formula as follows:

Multiply the number of games per day by four plus five percent.  
(e.g. 2 games a day x 4 referees a day + 5% = 9 Referees required)

#### **Assessors**

The number of assessors required for any event (excluding the appointed event Referee in Chief) will be determined using the following formula:

Multiply the number of games per day by four.  
(e.g. 2 games a day x 4 assessors = 8 Assessors required)

As the number of games per day increases, the numbers must be adjusted to ensure that assessors are not required to assess more than three games per day.

## 4.2 REFEREE SELECTION CRITERIA

### Essentials

- Hold an appropriate accreditation level for the applicable event
- A minimum of one State accredited official per team attending (from that State)
- Must be a least two years older than the age limited competition.

### Highly Desirables

- Prior participation in tournaments at this level
- Selected for finals in their domestic competition.

### Discriminating Factors

- Ranked in the NGS at a level that demonstrates ability and sufficient experience to sustain performance over the period of the proposed event.
- Performance at applicable selection trials
- Development potential / mentoring skills

## 4.3 ASSESSOR & OTHER OFFICIALS

### Essentials

- Hold an appropriate accreditation level for the applicable event
- Where practicable, ensure a minimum of one representative from each state

### Highly Desirables

- Experience as a referee
- Prior participation as an assessor at events

### Discriminating Factors

- Overall experience and contribution as an assessor in their domestic competition
- Active participation in the relevant role(s) within their own jurisdiction

## 4.4 SELECTION PROCESS

The nominated event Referee in Chief will seek nominations of referees and assessors for the events officiating panel from the relevant Chief Referees and, considering the criteria listed above along with the rankings of the NGS, provide a ranked list for MNTC approval (see paragraph 3.4 above and refer to the MNTC **Officiating Policy**, paragraph 3.1–Key Principles).

#### **4.5 ADDITIONAL OR ALTERNATE APPOINTMENTS**

In accordance with ALA By-Laws for National Championships and Tournaments, additional referees that are required shall be selected from the host Member Association taking into account the National Grading System. ALA Member Association's may also be invited to send Referees to an event. (refer to ALA Championship By-Laws)

#### **4.6 INVITED OFFICIALS**

International / guest officials invited or approved for consideration by the ALA may be selected to participate in Australian Championships if the MNTC can establish that they meet the following criteria:

- Hold suitable FIL accreditation
- Hold suitable accreditation in their home competition
- Have undertaken pre-event training assessment

International / guest officials will not replace the requirement for State based representation required by ALA Championship By-Laws. They will be eligible for appointment to finals based on their rankings during the event but will not be included in the NGS.

## **5 INTERNATIONAL SELECTION CRITERIA**

### **5.1 FIL MEN'S & U19s CHAMPIONSHIPS REFEREES**

#### **Essentials**

- Achieve a pass in the applicable FIL Accreditation Tests which may include any or all of the following:
  - Written examination (pass mark of 80%)
  - Two on field assessments (pass mark 90% or above)
  - Formal Fitness test (pass mark Blue Division standard for Men's only)

#### **Highly Desirables**

- Current FIL Accreditation
- Prior FIL Championship(s) – Men's or Under 19's
- Prior ASPAC or Europeans
- Selected for final of National Senior Championships.

#### **Discriminating Factors**

- Performance at previous FIL Championships
- Ranked in the NGS at a level that demonstrates ability and sufficient experience to sustain performance over the period of the proposed event.
- Performance at applicable selection trials
- State Ranking – top 5 within the last 3 years
- Development potential / mentoring skills

## **5.2 ASPAC / EUROPEAN / WORLD INDOOR TOURNAMENT REFEREES**

### **Essentials**

- Achieve a pass in the applicable FIL Accreditation Tests which may include any or all of the following:
  - Written examination (pass mark of 80%)
  - Two on field assessments (pass mark 90% or above)

### **Highly Desirables**

- Prior tournaments at this level
- Selected for National Senior Championships.

### **Discriminating Factors**

- Ranked in the NGS at a level that demonstrates ability and sufficient experience to sustain performance over the period of the proposed event.
- Performance at applicable selection trials
- State Ranking – top 5 within the last 3 years
- Development potential / mentoring skills

## **5.3 ASSESSOR & OTHER OFFICIALS**

The ALA Referee in Chief (or the Chief Referee of an applicable specialist competition e.g. Indoor) will be an automatic selection, if available for the relevant event, to fulfil obligations to FIL Officiating meetings and other associated activities.

### **Essentials**

- Previously assessed as a member of a Senior National Championship assessment panel
- Previously assessed over a minimum of 4 years as member of national championship or tournament panels

### **Highly Desirables**

- International experience as a referee
- Prior participation as an assessor at ASPAC or Europeans
- Experience as an event Referee in Chief (or Deputy) for any ALA Championship or Tournament

### **Discriminating Factors**

- Overall experience and contribution as an assessor in their domestic competition
- Active participation in the relevant role(s) within their own jurisdiction

## 6 INTERNATIONAL SELECTION PROCESSES

The ALA Referee in Chief is responsible for ensuring the following procedures are followed for all international officiating appointments in accordance with the ALA High Performance Policy and MNTC Officiating Policy.

### 6.1 DEALING WITH APPLICATIONS

No member of the MNTC will be appointed to a selection panel for an event when they are an applicant for a position at that event.

The appointed selection panel must ensure the privacy and confidentiality of all the documentation (applications, assessment documents, final reports and recommendations) and information used in the selection processes.

All members of selection panels will consider the potential for a conflict of interest and declare it before the selection process begins, or as soon as it arises. The selection panel will determine how the process will proceed based on the nature of the conflict. In some cases the panel member may be replaced.

All selections will be conducted within the principle of natural justice. Any decision made by the selection panel must be evaluated against the rights of the applicant.

Late applications will only be accepted will be approved by the RIC conducting the selection process when the delay was caused by totally unforeseeable circumstances.

Any applicant may withdraw from the selection process at any time. Their withdrawal must be confirmed in writing (email is acceptable) to the RIC conducting the selection process.

### 6.2 ASSESSMENT OF APPLICATIONS

The RIC will ensure that all applications are assessed in accordance with the following requirements. When assessing the suitability of applicants in accordance with these procedures the selection panel will use the following ratings matrix to determine the rankings throughout the entire selection process.

RATINGS	DESCRIPTORS	
OUTSTANDING	<b>O</b>	Demonstrated the selection requirement to an outstanding level. Provided clear evidence of abilities <b>superior to</b> a level required by the appointment.
VERY SUITABLE	<b>VS</b>	Demonstrated the selection requirement to a very suitable level. Provided clear evidence of abilities to a <b>high level</b>

		<b>consistent with</b> the requirements of the appointment.
SUITABLE	<b>S</b>	Demonstrated the selection requirement to a suitable level. Provided clear evidence of abilities to a <b>minimum level required</b> by the appointment.
UNSUITABLE	<b>U</b>	Applicant is <b>unable to demonstrate</b> they met the minimum level requirements of the appointment.

Each member of the selection panel will independently use the following rankings matrix to rate all applicants on each of the required Highly Desirable, Discriminating and Further Assessment selection criteria. At each step of the process, where panel members have allocated a different rating, the panel will discuss their assessments and record a consensus (or majority decision) rating on the matrix. Following each assessment process the applicants are to be ranked by applying a consensus rating and then a final ranking in order of merit.

Merit in relation to this selection process means:

- The extent to which each of the applicants has demonstrated necessary assessment requirements and potential for development and personal qualities relevant to the appointment in question
- The manner in which each of the applicants carried out any previous relevant appointments
- The extent of each applicants overall record of good conduct.

APPLICANT	Req. 1	Req. 2	Req. 3	Req. 4	Req. 5	Etc.
Name						

The purpose of the rankings matrix is to assist the selection panel with recording their assessments as well as providing some consistency and transparency to the selection process.

It does not necessarily provide a qualitative justification to support the difference between applicants. It is applied in support of the provisions of the MNTC **Officiating Policy**, Paragraph 3.1-Key Principles.

### 6.2.1 Determine Essential Requirements

Assess all of the applications to ensure their eligibility for selection as required by essential selection criteria numbers 1 & 2 (see paragraph 3.3 above).

Any applicant who is not eligible will be removed from the selection process at this point and advised of their ineligibility.

The remaining applications will be assessed to confirm that they meet essential requirement number 3 (see paragraph 3.3 above) and will proceed through the selection process. Essential selection criteria are absolute and applicants are not to be ranked at this point.

### **6.2.2 Assessing Highly Desirable requirements**

The RIC will provide all applicants with information on how they will be required to demonstrate the level of their abilities relative to these requirements.

The selection panel will assess each of the applicants against the desirable requirements. The panel will record their consensus rating and use the results of this assessment to list the applicants in an order of merit. Any applicant deemed unsuitable at this point may be removed from any of the selection matrices to follow or, retained for further assessment.

### **6.2.3 Assessing discriminating factors**

The appointed RIC will provide all applicants with information on how they will be required to demonstrate the level of their abilities relative to these requirements.

The National Grading System rankings have been 'banded' to provide a rating for the selections matrix as follows:

<b>NGS Ranking</b>	<b>Selections Rating</b>
1 - 3	Outstanding
4 - 10	Very Suitable
11 - 20	Suitable
21 -	Unsuitable

The selection panel will assess each of the applicants against the discriminating factors, including the relevant experience they can demonstrate, however an applicant cannot be considered more meritorious because they have a greater period of experience. The experience of value must be recent and relevant to the particular appointment being selected. The panel will use the consensus rating results of this assessment to modify an original rating and re-assess the applicant's order of merit.



#### **6.2.4 Short-listing**

The selection panel will assess the order of merit to create a short list of applicants who will be considered qualified for appointment to the available position(s).

The RIC conducting the selection is responsible for advising applicants who are not short listed that they have been unsuccessful in the selection process and they should offer appropriate feedback in relation to their application only (limited to key issues relative to the applicant, not details of the processes or assessments undertaken).

#### **6.2.5 Further Assessment Methods**

The selection panel may decide to conduct further assessments to determine the suitability of applicants after they have been short listed. These assessments must be directly relevant to the particular appointment and may include:

- Reference checking with the respective State Chief Referee (on current performance and ranking)
- Conducting interviews
- Seeking further written submissions
- Further fitness testing.

These further assessments may address, but is not limited to, other competencies such as the following:

- Communications skills (papers written or other examples of activities)
- Other relevant activities e.g. assessing / coaching officials
- Playing history relevant to the appointment
- Leadership / Mentoring skills
- Other officiating experience.

The selection panel will assess each of the applicants against the further assessment requirements. The panel will use the consensus rating results of this assessment to modify an original rating and re-assess the applicant's order of merit. Any applicant deemed unsuitable at this point may be removed from any further consideration.

#### **6.2.6 Finalising Selections**

The selection panel will ensure that all the remaining applicants are ranked on merit based on the consensus rating results and provide the ALA Referee in Chief with a final ranking list that identifies the applicants rated as suitable for appointments and also identifies any who have qualified as 'alternates' for the requested / required roles.

### **6.2.7 Selection of Alternates**

The ALA Referee in Chief is responsible for identifying the appropriate replacement for a selected or approved official who is unable to fulfil their commitment to an appointed role. The replacement will be selected from the eligible alternates, ranked by the selection panel for that event.

If there are no eligible alternates available, to replace as selected official, no other nominee will be appointed without the approval of the MNTC.

### **6.3 APPROVAL PHASE**

The RIC responsible for a selection process must present the ALA RIC with a report detailing the processes followed during the selection and provide recommendations for appointments ranked in order of merit in accordance with this Standard.

The ALA RIC is responsible for ensuring the process has been conducted in accordance with the MNTC Officiating Policy and then present it to ALA Director, Officiating for approval of the nominations by the ALA.

The ALA Director, Officiating is responsible for presenting the nominations of Australian officials, as recommended by the ALA RIC, to the ALA for final approval of their appointments in accordance with ALA policies.

ALA approval considers:

- Eligibility for competition (e.g. for international events officials must comply with passport requirements of the FIL)
- Any outstanding debts to the ALA or ALA Member Association or other matters that the ALA may deem to be detrimental to the reputation of Australian lacrosse.

### **6.4 NOTIFICATION PHASE**

When approved by ALA the RIC will notify successful applicants in writing.

When the successful applicants have been notified, the RIC will publish a list of the successful applicants (including alternates) ranked in order of merit on the ALA web-site and provide the list to ALA for circulation to its membership.

## **7 ADMINISTRATION**

The ALA Referee in Chief is responsible for ensuring that:

- The records of all selection processes are compiled and archived appropriately to support future selection processes and to inform any grievance procedure



- The records of all appointments are compiled and archived appropriately to support future selection processes
- That all selection rankings, approved by the ALA or MNTC are displayed and accessible to all officials on the ALA website, and available from members of the MNTC.

Any official may lodge a grievance against a failure to comply with the procedures of this standard to the ALA Director, Officiating in accordance with the provisions of the MNTC Officiating Policy, paragraph 6–Grievance Procedures.

The MNTC will conduct performance reviews and complete an update of this Standard by the 31 December each year in accordance with the requirements of the MNTC Officiating Policy.