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| Name: Date: Committee: Coastal Address: DesertCity: State: Zip Code: Eastern Home Phone: Work Phone: MetroCell Phone: E-mail: Orange Pacific Unat |
| Current Certification: **N1** Expires: **N2** Expires: **N3**Timing System OperatorClerk of Course Administrative Official – Timed Finals Administrative Official – Heats & Finals | Expires: |
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| I am applying for: Certification EvaluationTiming System Operator Clerk of CourseAdministrative Official – Timed Finals Administrative Referee – Heats & Finals Administrative Referee – Timed Finals |
| Qualifications for the Position: |
| **Automatic Timing System Operator** | **Administrative Official TF** |
| USA-S required tests passed under 80%Apprentice with a qualified operator for 6 Number of apprentice sessions (2 meets), one meet must be using sessions:touch pads.**Clerk of Course** | USA-S required tests passed under 80%Date certified as Must have worked as a Certified Clerk of Course for Clerk of Course:a minimum of 6 months to include 6 sessions.Number of apprentice Apprentice with two different Admin Referees for a sessions: minimum of 12 sessions (at least 3 separate meets).**Administrative Referee H/F** |
| USA-S required tests passed under 80%Apprentice with an Admin Referee for a Number of apprentice minimum of 6 sessions sessions:(at least 2 separate meets). | USA-S required tests passed under 80%Must have worked as a certified Administrative Date certified as Admin Official T/F for a minimum of two years or by Official: recommendation of a Senior Admin Referee andSenior RefereeApprentice with a certified Administrative Referee Number of apprentice (Heats and Finals) for a minimum of 3 Heats and sessions:Finals meets.Senior Referee approval of Must have a high degree of knowledge of the duties knowledge:of the Deck Referee. |

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| **SCS Timing System Operator / Clerk of Course / Administrative Officials Evaluation**Applicant has met or exceeded expectations for certification Applicant has NOT met expectations for position, furthertraining is recommended |
| Please rate each area by number: Needs Further | Training  1 2 3 | 4 | 5  Outstanding |
| **General (Everyone)**Appearance Attitude ComposureWorks well with others ReliableKnowledge of Rules, USA-S and SCS Interaction with Athletes, CoachesKnowledge of Announcer duties | **Timing System Operator** Equipment Set-up – CTS Equipment Set-up – DAK Console Set-up – CTS Console Set-up – DAK Console Operation Overall Performance | **Administrative Official – TF** Meet Management Software Verification of Registration Determining validity of times Adjusting timesUnderstanding of Disqualifications AwardsInstruction of PersonnelOverall Performance |
|  | **Clerk of Course** Meet Pace Awareness Check-In Procedures Handling TroubleSeeding (Manual & Computer) Overall Performance | **Administrative Referee – HF**Heats and Finals Rules Times Reconcilation Finals ScratchFinals SeedingDeck Referee Knowledge |
| Comments or Recommendations: (Type below) |  |  |
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| Evaluator’s Name: SCS Section Rep: |  | Date: Date: |

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# Minimum Standards for certification can be found on the SCS web site <http://www.socalswim.org/>

Evaluators: Fill out the form and attach to an email to the SCS official’s chair, geo committee official’s chair and the official that is being evaluated.