***2014 YMCA NATIONAL SHORT COURSE***

***SWIMMING & DIVING CHAMPIONSHIP MEET***

**To: Currently Certified YMCA Swim Officials and Others**

**Need:** At least seventy-five (75) volunteers are needed each day to staff the officiating & timer positions for two (2) pools.

**Where:** Greensboro Aquatics Center

 1921 West Lee St.

 Greensboro, North Carolina

**When:** Tuesday, April 1st through Friday, April 4th; Preliminaries (morning sessions) and Finals (evening sessions).

**How to Pre-Register:** If you anticipate that you will be able to volunteer to *work at least 3 sessions*, please complete and submit a Swim Official & Timer Pre-Registration Form. The form is available on the YMCA website ([www.ymcaswimminganddiving.org](http://www.ymcaswimminganddiving.org)). Telephone pre-registrations will not be accepted in lieu of submitting a form.

**Registration:**

* **Special Events Center/Registration Room (next to Greensboro Aquatics Center)**

 1921 West Lee St.

 Greensboro, North Carolina

* **Dates/Times/Location**

Monday, March 31st; 9 AM – noon & 12:30 PM to 3PM; Special Events Center/Registration Room

* **In-person Registration:**  ***Required***. If problem, call telephone number listed under “Questions ---” below.

* **Registration Fee: *No fee***, however, ***commitment to work at least 3 sessions is required.***
* **Additional Swim Official & Timer Information:** Please see the Swim Official & Timer Pre-Registration Form. Depending on deck assignment needs, “walk-ins” may be accepted during registration.

Priority and commitment criteria apply.

**Other Information:**

* **Swim Official & Timer Meetings:**

Greensboro Aquatic Center,

1921 West Lee Street, Greensboro, NC;

 Special Events Center/Officials Meeting Space

**First Timers Meeting:**  ***Monday, March 31st; 3:15 PM to 4 PM***;

This is an orientation meeting specifically for officials attending their 1st Y Nat Championship to familiarize them with the procedures and protocols employed at this meet. Veterans of past Y Nats are also invited to attend. The usual mandatory stroke briefing meeting will not be held on Monday but will be incorporated into the pre-session meeting on Tuesday, April 1st at 7 AM.

 **Pre-Session Meetings:** ***Tuesday***, April 1st; 7:00 AM for **Prelims**; 4:15 PM for **Finals**.

 ***Wed – Fri,*** April 2nd to April 4th; 7:45 AM for **Prelims**; 4:45 PM for **Finals**

* **Meet Attire for Swim Officials & Timers:**

 **Preliminaries (Morning Sessions)**

* **Navy blue slacks/Capris are preferred** but navy blue shorts or skirts (no shorter than 4” above knee are acceptable, Shirt will be provided.

**Finals (Evening Sessions)**

* Navy blue slacks or capris and white shirt/blouse. Certified YMCA swim officials must wear their officials’ patch.
* ***No*** shorts or skirts.

***YMCA TRAINER, FACILITATION SKILLS AND LEVEL II CERTIFICATION CLASSES***

* For information, registration and pre-requisites, for the courses visit YMCA website **Swim Official Certification/Recertification & Trainer Certification Courses:**

**Training Classes**

Sunday, March 30th Swim Official Trainer Part 1 of 2 TBA

Monday, March 31st Swim Official Trainer Part 2 of 2 8:30 AM – 1:30 PM

Monday, March 31st Swim Official Levels I & II 9:00 AM – 1:00 PM

Sunday, March 30th TBA and Tuesday, April 1st Facilitation Skills 8:00 AM – 3:00 PM

Time for the March 30th class and location of all the classes will be posted at a later date at

[www.ymcaswimminganddiving.org](http://www.ymcaswimminganddiving.org). The March 30th class will not begin before 3 PM

Trainer Training Applications must be filed with Y-USA no later than Monday, March17th, they must include a brief bio of the candidate’s swim officiating experience as they relate to Trainer Criteria.

* **Dual certified YMCA/USA Swimming Officials:**

**This meet has been granted OQM status by USA Swimming and we will accept applications from all dual certified YMCA/USA Swimming officials who wish to be observed for STROKE and TURN N2 and N3 certification (initial and re-certification), Officials will need to sign up with Jim O’Neill (Meet Chief Judge) prior to the initial pre-session meeting on Tuesday.**

Any official wanting to gain credit with USA Swimming for attendance at this meet will also need to notify Jim O’Neill.

* **Time Trials**

Each day after the preliminary session we will hold Time Trials. We will continue giving the officials the ability to volunteer pre-meet to work Time Trials as well as recruiting at the morning Pre-Meet Meeting.

This is an opportunity to be observed by our YMCA Officials Leadership Team in order to confirm your experience and abilities, to be mentored as to the standards we expect at high level meets, and to identify the top officials who may show ability to perform in leadership positions at Y-Nationals as well as your regional and local meets.

* **Food and Beverages**

Each morning before and during the meeting, a lite fare will be provided for those officials working at that session in the meeting room. There will also be water available there throughout the day.

Lunch will be served, for those who worked that session, immediately following the end of the Preliminaries.

Snacks and beverages will be available during the meeting before Finals.

* **Travel, Lodging, Parking,**

Costs for travel and lodging for the meet are the responsibility of the individual volunteer.

If you are driving to the Pool, you will have to pay to park in a public facility and pay the fees: free parking is not provided.

* **Admission, Access to Pool Deck, Watching Your Child Swim**

As a volunteer/official, you receive free admission and access to the Pool Deck **for those sessions you are working.**

We realize that the primary reason most of you are at this meet is to support your child. We will make sure that you will be able to watch them swim. At Preliminaries for the four days the male swimmers will swim in the West Course (closest to the scoreboard) and female swimmers will swim in the East Course (closest to the diving well), we will try to accommodate those wanting to switch pools to see their child. In the event that all requests cannot be accommodated, we will make sure that for an individual heat we will find a replacement for you.

**Additional Meet Information:**

Available on the YMCA website ([www.ymcaswimminganddiving.org](http://www.ymcaswimminganddiving.org)) or from your local YMCA Swim Team Coach.

**Questions concerning officiating & timing assignments:**

Tel: Jim O’Neill, at 973.625.5846 (home) 862.432.8218 (cell) until Friday, March 28th

E-Mail: swimjim0430@gmail.com

 No telephone pre-registrations in lieu submitting a form will be accepted.

**Pre-Registration Form on Next Page**

***2014 YMCA NATIONAL SHORT COURSE***

***SWIMMING AND DIVING CHAMPIONSHIP MEET***

**Swim Official & Timer Pre-Registration Form**

***Actual completed form must be received* no later than Wednesday, March 26th. Send via:**

 **Email:** **swimjim0430@gmail.com** **completed forms/questions (973.625.5846 [H] 862.432.8218 [C])**

 **Postal: Jim O’Neill, 49 Mountain Avenue; Rockaway, NJ 07866**

**NOTE: If unable to send by above cutoff date, *bring* form to in-person registration.**

***Telephone or email pre- registration information in lieu of submitting a form will NOT be accepted.***

***FORM INSTRUCTIONS: Using your computer, complete Sections A, B & C.***

 ***Use “TAB” or “ARROW” keys to navigate through the shaded areas of this form.***

 ***Sections A & B: Use “DELETE” or “BACKSPACE” key to delete information entered.***

 ***Section B& C: “Click” on applicable boxes to mark . “Click” on marked box to delete mark*.**

***SECTION A – Registrant’s Information***

|  |
| --- |
| **Your Name:**  |
| **Address:**  | **Apt #**  |
| **City:**  | **State:**  | **Zip:**  |
| **Phone:**  | **Email:**  |
| **YMCA Affiliation:** |

**Shirt Size (indicate M or W):**

***SECTION B – Certification***

**Current YMCA swim official certification:**

|  |
| --- |
| **Expiration Date is:** |

 **[ ]  YMCA Level 1 Proof of YMCA certification:** **[ ]** Bringing card to registration.

 **[ ]  YMCA Level 2**  **[ ]** Sending copy of card with this form.

 **[ ]  FYI – Other swim official certification (USA-S, NFHS, NCAA)**

|  |
| --- |
| **Please List:** |

**[ ]  I am currently not a certified YMCA swim official.**

***SECTION C – Session Availability & Commitment***

|  |
| --- |
| **I anticipate I will be able to work and, therefore, *commit to* the following *3 or more sessions*. I understand that this commitment may be revised, with proper notification(s), to accommodate for an unforeseen personal situation(s) that may transpire before and/or during the meet.** |
| **Session** | **Tuesday****April 1st** | **Wednesday****April 2nd** | **Thursday** **April 3rd** | **Friday****April 4th** |
| **Morning**  | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  |
| **Evening**  | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Pool Preference (for Prelims)** | **Boys [ ]**  | **Girls [ ]**  | **Doesn’t Matter [ ]**  |

***SECTION D – Deck Assignment Priority & Commitment***

As this is a YMCA National Championship Meet, **priority in deck assignments for currently certified YMCA swim officials** (e.g., stroke judge, turn judge, etc.) **will be given to those persons submitting forms by the cutoff** **date**. In the following order: 1st priority - YMCA Certification level; 2nd priority - forms received by cutoff date above; 3rd priority - in-person registration. In addition, deck assignments will be prioritized based on registrant availability, e.g., 1st priority - all sessions; 2nd priority – 7 sessions; etc.

**COMMITTAL TO WORK AT LEAST 3 SESSIONS IS REQUIRED.**

**Deck assignments (Timer) for individuals not currently certified as a YMCA or USA swim official will adhere to the above prioritization and commitment criteria.**

***SECTION E – Officiating History***

In order to properly assign officials for the meet we are asking you about your officiating history.

**[ ]  I have previously worked as an official at a YMCA National Swim meet.**

 **Number of YMCA National Meets worked:**

|  |
| --- |
| **Number of years certified as a YMCA swimming official:** |

|  |
| --- |
| **Approximate number of swim meets/sessions you have work during the past year, including USA-S sessions, where applicable:** |

***SECTION F – Time Trials.***

Each day after the preliminary session there will be Time Trials. We will continue to give officials the ability to volunteer pre-meet to work Time Trials as well as recruiting at the morning Pre-Meet Meeting.

This is an opportunity to be observed by our YMCA Officials Leadership Team in order to confirm your experience and abilities, to be mentored as to the standards we expect at high level meets, and to identify the top officials who may show the ability to perform in leadership positions at Y-Nationals as well as your regional and local Y meets.

 ***Time Trial Availability & Commitment***

|  |
| --- |
| **I anticipate I will be able to work and, therefore, *commit to* the following Time Trial *sessions*. I understand that this commitment may be revised.** |
| **Session** | **Tuesday****April 1st** | **Wednesday****April 2nd** | **Thursday** **April 3rd** | **Friday****April 4th** |
| **Time Trial** | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  |

I would like to be considered as a Starter **[ ]** Referee [ ]  for Time Trials (minimum 5 years’ experience at regional or state championships, prelims and finals format with multiple teams)

|  |
| --- |
| **Please list your experience as a Starter/Referee at regional or state championships, prelims and finals format with multiple teams:**  |

***SECTION G – Registration Location, Date, Time, etc.***

**Registration:** Special Events Center/Registration Room (next to the Greensboro Aquatics Center)

**Dates/Times/Location:** Tuesday, April 2nd; 9:00 am – noon & 12:30 PM – 3 PM

Special Events Center/Registration Room

**Registration**: **In-person registration and presentation of current swim official certification card is required.**

 Depending on deck assignment needs, “walk-ins” may be accepted during registration. Above priority

 and commitment criteria apply.

***SECTION H – Swim Officials and Timer Meetings***

**First Timers Meeting:**  ***Monday, March 31st; 3:15 PM to 4 PM***;

This is an orientation meeting specifically for officials attending their 1st Y Nat Championship to familiarize them with the procedures and protocols employed at this meet. Veterans of past Y Nats are also invited to attend. The usual mandatory stroke briefing meeting will **not** be held on Monday but will be incorporated into the pre-session meeting on Tuesday, April 1st at 7 AM.

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