

PICKLEBALL CANADA
REFEREE COORDINATORS DUTIES AND RESPONSIBILITIES

REFEREE TRAINING COORDINATORS
(RTC)

A. General

1. To assist Referees in training, Canada will be divided into 3 Regions which are listed below. Each Region will have a Referee Training Coordinator (RTC) and a Certified Referee Coordinator (CRC). These positions should be filled by Certified Referees (CR), however until there are enough CRs across the Country to fill these positions, Level 2 Referees will be considered in some of the Regions.
2. The RTC will assist new Referee Candidates work through the training program until they achieve their Level 2 credentials.
3. The CRC will oversee the Referee when they have achieved their Level 2 credentials and until they have been evaluated to Certified Referee.

A. Regions

1. Eastern
 - a. QC, NS, NB, NL, PE
2. Central
 - a. ON, MB, SK, NU
3. Western
 - a. AB, BC, NT, YT

C. Duties and Responsibilities

1. This is a volunteer position. Candidates must be willing to dedicate a few hours per month to be considered and must be a member of Pickleball Canada.
2. Each RTC will maintain a database of Referees in training and update the information as the Candidate Referees move through the program.
3. Each RTC will help grow the population of skilled pickleball Referees across Canada by establishing a Referee training program in their Region.
4. Offer support to Tournament Directors, as required.
5. Establish a team of Trainers for their Region.
6. This team of Trainers will be responsible for:
 - a. Recruiting and training others to be Referee Trainers
 - b. Ensure that newly recruited Trainers will offer Referee training classes, and Referee practice (on-court) sessions that follow the Pickleball Canada Referee Handbook and the Best Practices contained therein
 - c. Use various methods to promote Referee training in their Region, including:
 - i. Arrange Referee training sessions with local pickleball clubs and organizations
 - ii. Social media or other public communications, including email, internet etc.
7. Oversee the Level 1 and Level 2 Referee assessment program:

- a. This will require the RTC to be in contact with all CRs and Level 2 Assessors in the region.
 - b. CR and Level 2 Assessors will need to be trained on how to correctly complete a Referee Assessment Form (RAF).
 - c. Each CR & Level 2 Referee that is performing Level 1 and/or Level 2 assessments will need to provide the RTC with a correctly completed RAF.
8. Keep a database of Level 1 and Level 2 rated Referees.
 9. Must be willing to provide training for Referee Trainers.
 10. The RTC will liaise with the CRC on Referee development as they move through the program.

D. Training

1. Coordinate with other RTCs on Nationwide promotions, and communications.
2. Stay current on all USAPA Rules – International Edition, and the Referee Handbook containing Best Practices.

E. Skills

1. Excellent knowledge of the Pickleball Canada training program
2. Excellent teaching skills
3. Computer literate
4. Able to work well with a variety of people in person, via email, and on the phone
5. Excellent leadership, organizational and writing skills
6. Excellent refereeing skills, certification is desirable, but not a requirement

F. Competencies

1. Patience
2. Respect for others
3. Professional, but pleasant demeanour
4. Excellent communication skills
5. Excellent interpersonal skills

PICKLEBALL CANADA
REFEREE COORDINATORS DUTIES AND RESPONSIBILITIES

CERTIFIED REFEREE COORDINATORS
(CRC)

A. General

1. To assist Referees in training, Canada will be divided into 3 Regions which are listed below. Each Region will have a Referee Training Coordinator (RTC) and a Certified Referee Coordinator (CRC). These positions should be filled by a Certified Referees (CR), however until there are enough CRs across the country to fill these positions, Level 2 Referees will be considered in some of the Regions.
2. The RTC will assist new Referee Candidates work through the training program until they achieve their Level 2 Credentials.
3. The CRC will oversee the Referee once they have achieved their Level 2 credentials and until they have been evaluated to CR.

B. Regions

1. Eastern
 - a. QC, NS, NB, NL, PE
2. Central
 - a. ON, MB, SK, NU
3. Western
 - a. AB, BC, NT, YT

C. Duties and Responsibilities

1. This is a volunteer position and the Candidate must be willing to dedicate a few hours per month to be considered.
2. Must be a member of Pickleball Canada.
3. The CRC is to establish a mentoring program for Level 2 Referees in their region, and assign Mentors as requested.
 - a. The mentoring program is developed for Level 2 Referees who are aspiring to become CRs.
4. The CRC will oversee the Referee's training once the Candidate has achieved their Level 2 credentials and will be available until they have been evaluated to CR.
5. Conduct an oral interview with Level 2 Referees to further assess their readiness for evaluation.
6. Mentor a Referee Coordinator for sanctioned tournaments, as required.
7. Connect the Referee Coordinator with local CRs.
8. The CRC will liaise with the RTC on Referee development as they advance through the program.

D. Training

1. Coordinate with other CRCs on Nationwide promotions, and communications.

2. Stay current on all USAPA Rules – International Edition, and the Referee Handbook containing Best Practices.

E. Skills:

1. Must have a thorough knowledge of the Certification Program
2. Computer literate
3. Able to work well with a variety of people in person, via email, and on the phone
4. Excellent leadership, organizational and writing skills
5. Excellent refereeing skills, certification is desirable, but not a requirement

F. Competencies

1. Patience
2. Respect for others
3. Professional, but pleasant demeanour
4. Excellent communication skills
5. Excellent interpersonal skills