TECHNICAL OFFICIALS TRAINING

SWIM AUS™

ANNOUNCER

LEARNER GUIDE

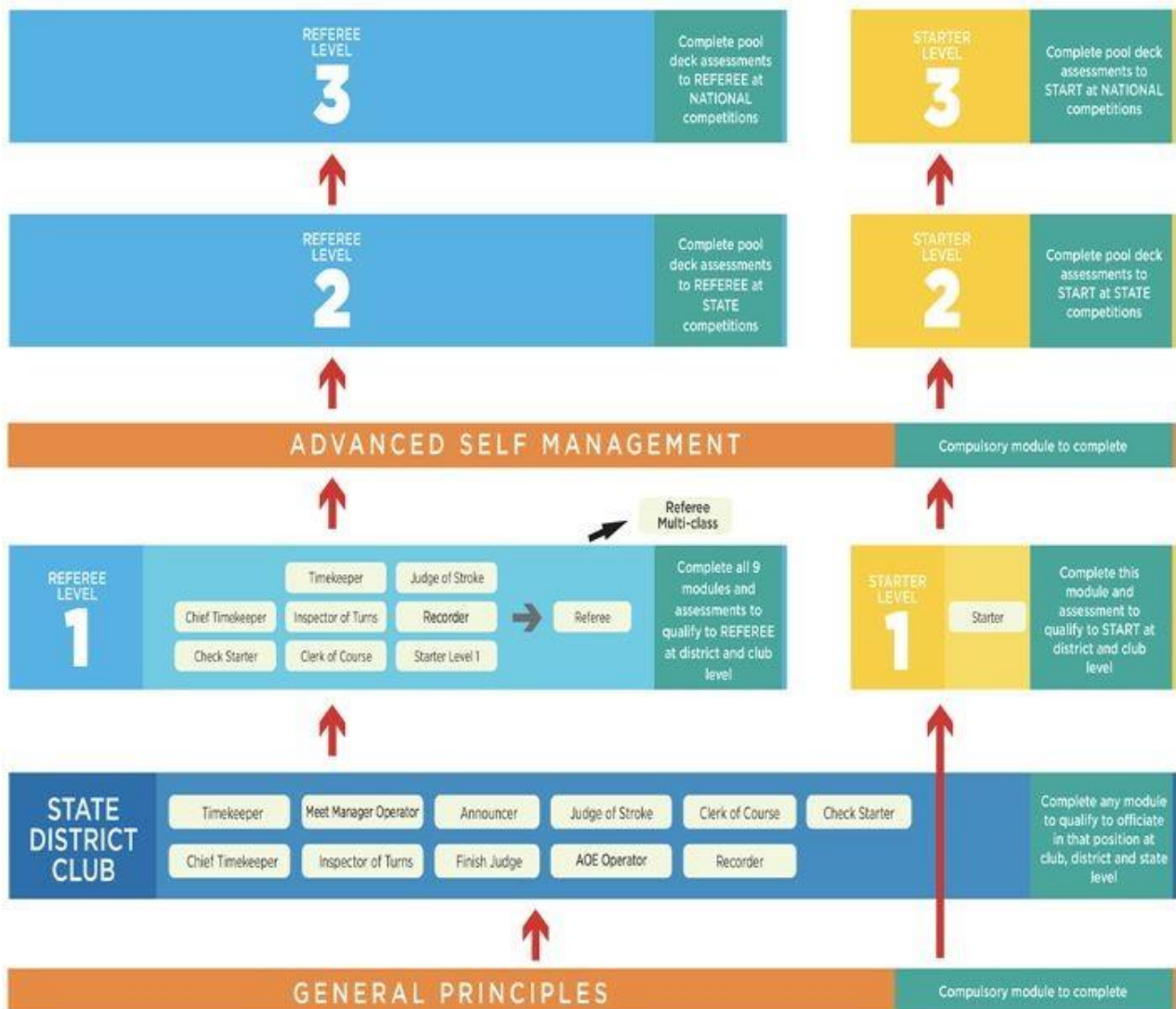# CONTENTS

ABOUT THIS LEARNER GUIDE

This Learner Guide has been developed by Swimming Australia (SA) to support candidates undertaking**, Unit 13 - Announcer** within the SA **National Officiating Accreditation Program**. Swimming Australia has designed the Technical Officials Training Program on a competency based training platform.

Officiating Pool Pathway

WHAT IS A COMPETENCY?

A competency can be defined as the application of skills and knowledge to an agreed standard.

Competency relates to what a person can do.

Competency standards specify the level of knowledge and skills required, and the application of that knowledge and skills for effective performance.

Australian Sports Commission Assessor Training Manual 2006

WHAT IS COMPETENCY BASED ASSESSMENT?

Assessment is the process of collecting evidence and making judgements about whether competency has been achieved. Assessment needs to be based on established criteria. These criteria are reflected in the questions and activities set out in this Learner Guide.

HOW DO I USE THIS LEARNER GUIDE?

This Learner Guide provides you with the information and activities that will enable you to achieve competencies related to this unit of work.

You can develop competency in this unit through a combination of tasks including:

- Reading the material in this Learner Guide.
- Asking questions about anything you don't understand.
- Observing other officials during events.
- Reinforcing the skills you are learning in practical situations.
- Satisfactorily completing the activities in this Learner Guide.
- Completing the assessment activities outlined in this Learner Guide.

WHAT RESOURCES DO I REQUIRE?

The main resource you will require to complete the learning for this unit of work is this Learner Guide. You will also need a copy of the current and **access to swimming events** where you can be practically assessed as an Announcer.

WHAT IF I ALREADY HAVE THE SKILLS?

You may have already attained the skills required to complete this learning module. If so, you can request your State/Territory Swimming Association for an initial assessment of your **current competence.** This assessment will determine the level of your skills and whether you need additional training.

If you would like to undertake assessment for formal recognition of your existing skills, you will be required to complete a detailed Recognition of Prior Learning (RPL) application form that will allow an assessor to review your skills against the specific requirements for this unit of work. Discuss this process with your State/Territory Swimming Association

LEGISLATIVE REQUIREMENTS

All Swimming Officials whether paid or unpaid must meet the legislative requirements of each state and territory when dealing with children and vulnerable people. Please check with your State/Territory Swimming Association to complete any documentation required to meet this legislation.

WHAT ABOUT ASSESSMENT?

To undertake assessment for this unit of work, you will need to complete the following assessment tasks:

- Completion of this Learner Guide
- Completion of practical tasks

You will be assessed at a swim meet to ensure the relevance of the assessment process.

When you complete the assessment within this Learner Guide and are assessed as competent by your assessor, you will be eligible to receive accreditation from SAL. The assessment activities are found in the final section within the Learner Guide and can be identified by the icon below.

ASSESSMENT

The Learner Guide also includes a series of specifically designed learning activities, which will allow you to practice your new skills prior to assessment. These activities must be completed and will be represented by the logo below.

 ACTIVITY

How Do I Start?

You can undertake the activities in the Learner Guide at your own pace, or under the supervision of your trainer / mentor.

You are ready to start.

UNIT 13: ANNOUNCER

This unit outlines a range of general skills that are required by Announcers. The elements within this unit are:

- **Preparation**
- **Role of the Announcer**

Preparation

The Announcer plays a very important role in ensuring that all swimmers, coaches, parents and officials receive accurate, timely and clear information. The announcer is required to demonstrate highly effective coordination and communication skills to ensure the success of the meet.

Some of the steps that you will need to take in preparing for your role include:

1. Arrive at venue at the beginning of the warm-up session.

2. Report to the Referee / Meet Director to receive any instructions and an event program.

3. Have all equipment required to complete task, ensuring it is tested and working correctly.

4. Meet with all other officials with whom you will be working and familiarise yourself with your work area.

Prior to the Commencement of the Meet

1. Check the P.A. system and make any necessary adjustments.

2. Provide suitable music throughout the warm-up periods.

3. Ascertain from the Referee / Meet Director the method required for calling up swimmers for marshalling.

4. Ensure the swimmers for the first event are called up in sufficient time to commence at the advertised starting time.

5. Make any pre-commencement announcements that may be necessary.

6. Close the warm-up session and clear the pool at least fifteen (15) minutes before the advertised starting time.

ACTIVITY 13.1

For each of the 6 steps to be undertaken prior to the commencement of the meet listed above, list one possible consequence that may occur if they are not undertaken prior to the first event of a meet.

1.

2.

3.

4.

5.

6.

Role of the Announcer

1. In co-operation with the Referee and the Clerk of Course, call swimmers at least two (2) races ahead to report to the Clerk of Course in the marshalling area.

2. Announce event number, style and distance, heat number or final.

3. Call swimmers to the blocks. Depending upon the length of the meet, swimmers may step up behind the starting platform as their names and lane numbers are called, or alternatively, have their names and lane numbers called while they are in the water after the commencement of the race.

4. Call lap times and distances during a race where necessary, e.g. 800m and 1500m events, to keep the spectators informed. Provide appropriate background music while distance events are in progress.

5. Announce disqualifications from the infraction reports provided by the Referee. Reports are to be announced as follows:

    I have a referee's infraction report for Event ___ Heat ___ Title e.g. Men's 50m Freestyle.
    The swimmer in Lane ___ was disqualified, _____ (read infraction as written on the slip)

NOTE: **Do not announce** an infraction during the race in which it occurred

6. Announce results as prepared by recorders.

7. As place-getters mount the victory dais, announce the event, names, places, times and records.

8. Make any other announcements as directed by the Referee / Meet Director.

9. Use appropriate language that reflects a positive, welcoming and inclusive meet.

10. You should aim, in conjunction with the Referee, to ensure the smooth running of the meet, with a minimal amount of interruption.

11. You should never interrupt proceedings after the Referee has blown the whistle for the start of a race.

ACTIVITY 13.2

Apart from the role of the Announcer as detailed above, what do you see as the necessary skills required to be an effective Announcer?

ACTIVITY 13.3

Discuss how an ineffective announcer could affect the running of a meet (include who could be affected and in what ways)?

ASSESSMENT

You are required to be assessed as an Announcer in a full session of a swim meet, by your assessor. This will provide evidence of your competence in a swimming specific environment.

ASSESSMENT TOOL – UNIT 13 ANNOUNCER

Element / Performance Criteria ANNOUNCER	Displayed Competency		Comments
	YES	NO	Must be completed if Competency has been marked **NO**
1. Preparation			
1.1 Arrived at venue at the beginning of the warm up session.			
1.2 Reported to the Referee / Meet Director to receive any instructions in relation to announcements.			
1.3 Ensured that all equipment that is required for the task is available, appropriate, working and positioned correctly.			
1.4 Ensured that the volume of both voice announcements and music was appropriate.			
1.5 Ensured that any music played was appropriate to the meet.			
2. Performance of Task			
2.1 Made all required announcements in a voice that was clearly heard and understood by all patrons.			
2.2 Took all reasonable steps to ensure the correct pronunciation of the names of swimmers.			
2.3 Ensured that announcements did not interrupt the running of the meet.			
2.4 Ensured that the announcements provided the relevant information for swimmers, coaches, parents and officials.			
2.5 Maintained an even disposition and did not get flustered or upset.			
2.6 Focused entirely and exclusively on the task assigned without engaging in any distracting activities.			
3. Infraction Reports			
3.1 All Infraction reports were read in the prescribed manner, using the wording on the actual report.			
4. General			
4.1 Was dressed appropriately for the task.			
4.2 Was courteous to all swimmers, coaches, parents and officials at all times.			
4.3 Possesses State-specific accreditation in relation to child protection legislation.			

Name of Candidate: _____

Swimming Club: _____

National Technical Official Accreditation Number: _____

State-Specific Working With Children Card No _____

State-Specific Working With Children Card Expiry Date: _____

Date of Assessment: _____

Name of Assessor: _____

ASSESSMENT DECISION:

Competent ⬜   Not Yet Competent ⬜

Assessor Signature: _____

Candidate Signature: _____

FUTURE TRAINING / ASSESSMENT RECOMMENDATIONS: