

# TECHNICAL OFFICIALS TRAINING



## ADVANCED SELF MANAGEMENT

LEARNER GUIDE

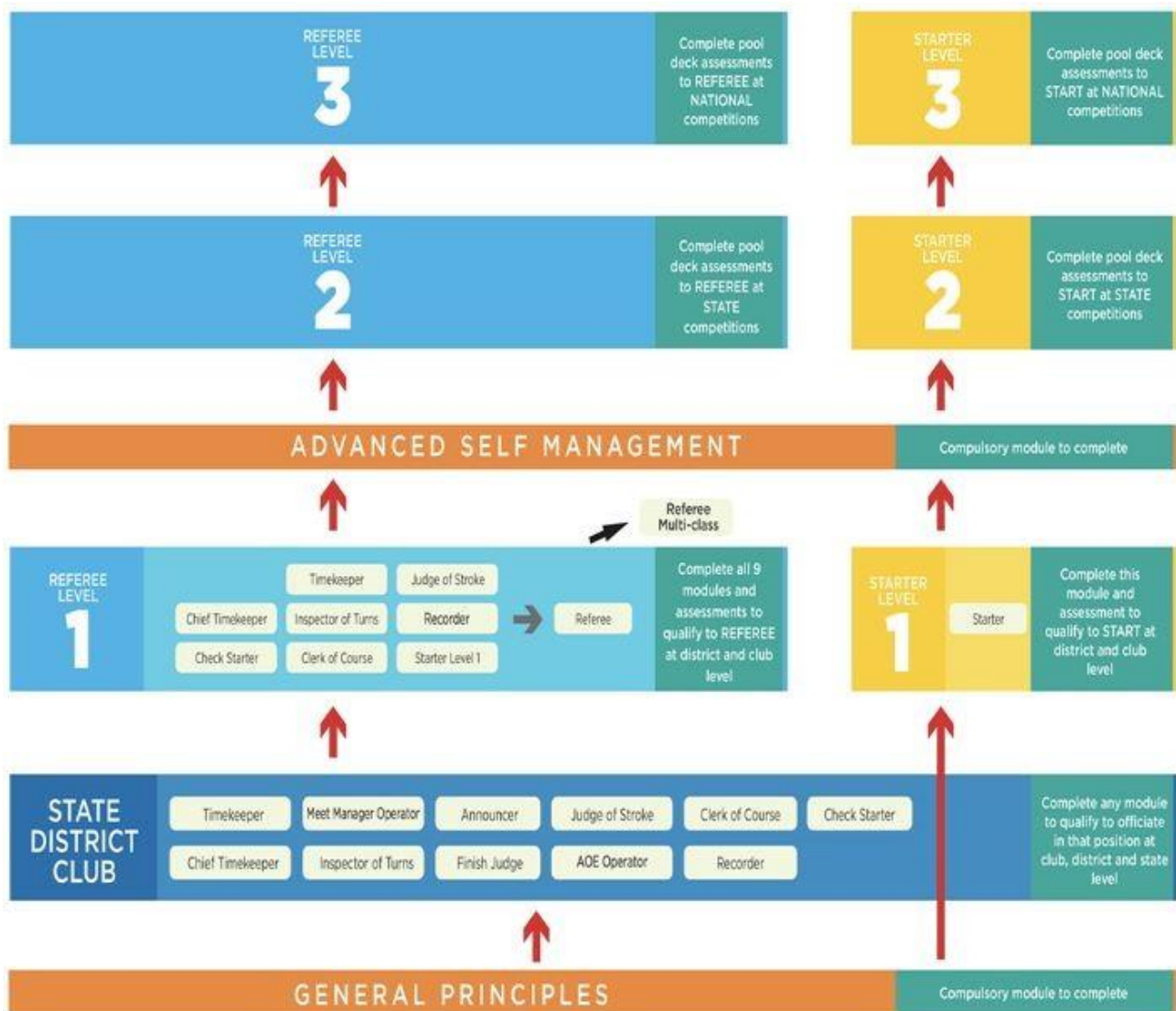
# ABOUT THIS LEARNER GUIDE

This Learner Guide has been developed by Swimming Australia (SA) to support candidates undertaking **Unit 16 – Advanced Technical Officials** within the SA **Technical Officiating Accreditation Program**.

SA would like to thank the input from all State Technical Committees in the formulation of this document.

Swimming Australia Limited 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.
- Reinforcing the skills you are learning in practical situations.
- Completing the assessment activities outlined in this Learner Guide.

## WHAT RESOURCES DO I NEED?

The main resource you will need to complete the learning for this unit of work is this Learner Guide.

## WHAT IF I ALREADY HAVE THE SKILLS?

You may already have some or all of the skills or knowledge required for this unit of work. If this is the case, you may not have to undertake additional training in these areas. You can request your State/Territory Swimming Association for an initial assessment of your **current competence** to determine what skills you have and whether you need additional training. If you would like to attempt to gain 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 task:**

Completion of the Australian Sports Commission's Advanced Officiating General Principles worksheets attached.

**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 the ASC.**



## ASSESSMENT

### Task 1:

Please complete the following Australian Sports Commission's Advanced Officiating General Principles worksheets relating all responses to a swimming officiating environment.

*National Officiating Accreditation Scheme (NOAS)*

**Officiating General Principles**

**Advanced Level**

**Worksheets**

# Personal Development Plan Worksheet

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Current season goals for your officiating:

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What strategies do you need to put in place to achieve your season goals?

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Overall career goals for your officiating:

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What strategies do you need to put in place to achieve your career goals?

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What activities will you undertake over the next 12 months to develop yourself as an official?

	Competitions	Fitness and/or Mental Skills Training	Rules Knowledge and Interpretation	Accreditation Courses	Meetings with mentor	Seminars, conferences & courses	Other
January							
February							
March							
April							
May							
June							
July							
August							
September							
October							
November							
December							

Outline how you will monitor and evaluate your yearly plan in the space below.

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## ***Risk Management Plan Worksheet***

Complete the following risk management planner using the swim meet environment

<b>Risk Identification</b>	<b>Strategies to minimise risk</b>	<b>Timeline</b>	<b>Responsibility</b>
<b>Environment</b>			
1.			
2.			
3.			
<b>Equipment</b>			
1.			
2.			
3.			



<b>People</b>			
1.			
2.			
3.			
<b>Other</b>			
1.			
2.			
3.			

ASSESSMENT TOOL - UNIT 16 ADVANCED TECHNICAL OFFICIALS

Element / Performance Criteria	Displayed Competency		Comments  Must be completed if Competency has been marked <u>NO</u>
	NO	YES	
<b>1. ASC Advanced Officiating Worksheets</b>			
1.1 Submission of worksheets			
1.2 Worksheets discussed			
1.3 Worksheet responses assessed as competent			
1.4 Possesses State specific accreditation in relation to child protection legislation.			

ASSESSMENT DECISION:

Competent                       Not Yet Competent

Name of Candidate: \_\_\_\_\_

Swimming Club: \_\_\_\_\_

Date of Assessment: \_\_\_\_\_

Name of Assessor: \_\_\_\_\_

Assessor Signature: \_\_\_\_\_

FUTURE TRAINING / ASSESSMENT RECOMMENDATIONS: