

	Referee-In-Chief/Officiating Assignor Role PRE- SEASON Date Updated: July 2023 Updated By: Lauren
Intention	This document was created by Referee-In-Chiefs and Ringette Alberta (RAB) to provide all the information that a Referee-In-Chief would POSSIBLY need to know.
Roles	Most associations only have one person in an officiating role - Ringette Alberta uses the term RIC (referee-in-chief) to describe one person in the role, as well as the group dealing with the officiating development. For clarity, some of those roles can be split/shared, here are some examples: <ul style="list-style-type: none"> - Referee-In-Chief: Deals with complaints, suspensions. - Assignor: Assigns the games, ensures games are filled. - Evaluations Coordinator: Helps association officials to get their evaluations. - In-take/Recruitment Coordinator: Manage the application process, if any. - Mentoring Coordinator: Schedules mentoring for new officials, or peer-program. <p>*Any of these positions can be merged/split, or any variation of these, up to each association and their capacity.</p> <p>* It is beneficial to have officiating experience, but not necessary</p>
RECRUITING OFFICIALS	
How many officials will you need?	Rule of thumb: <ul style="list-style-type: none"> - Consider taking 1.5 NEW officials for every U10S3 or U12C team that you have. <ul style="list-style-type: none"> - U12C and U10S3 are the most natural entry points for a new official (on full-ice)
Application process (optional)	If you want to control your numbers, consider an application process, and communicate your list to Ringette Alberta so they can monitor registration for those names. <ul style="list-style-type: none"> - Applications can start whenever you would like, consider having them selected before September starts (clinics start in Sept). - Communicate those names with Ringette Alberta <ul style="list-style-type: none"> - RAB will monitor clinics to ensure only members from your list are in the clinics
Minimum Age	Ringette Alberta has a minimum age set at 14 by the age of the clinic. Some associations may choose to have a higher minimum age (usually because of a high application rate).

CLINICS

(September to November)

Ringette Alberta schedules and sets up clinics, but needs the help from associations to secure ice and classroom space for in-person clinics.

Host a Clinic

- Associations secure ice/classroom - RAB will reimburse
- Communicate to/with your officials with clinic information, once provided by RAB
 - RAB will need to secure instructors after given the ice and classroom information

Ringette Alberta and Ringette Canada will have clinics posted and communicated starting September on www.officiatingringette.ca

New Officials

Any new official must complete these steps:

- Create a profile on www.officiatingringette.ca
- Complete the preclinic noted in their profile
- Register for a Level 1 Clinic, Registration will ask them to pay up front.
- There are an on-ice and exam associated with this clinic

Existing Officials

Returning officials will be in development stages, with these clinics:

- Refreshers (rule change years)
 - PROGRAM Refreshers may happen (like in Fall 2023)
- Level 2 Clinic (starting in 2025)
- Level 3 Clinic (starting in 2025)
 - (These are replacing the current 2/3 Clinic)
- Level 4 clinic (old version till 2025, new version after)
- Evaluation clinics
- Instructor clinics

ALL clinics have a test component that must also be completed done in the www.officiatingringette.ca

*****Level 2, 3, 4, Evaluation, and Instructor clinics are invitation only**

REIMBURSEMENTS

There are **TWO** places where officials might be required to pay Ringette Alberta

Clinic Fees

All clinics require a payment to confirm participation. Associations can decide to cover that cost for their officials, it is up to the associations

Clinics and the officials profiles BOTH live on www.officiatingringette.ca

Registration Fees

ALL officials **MUST** register.

- Only officials that do not hold a player or coaching role WILL be required to pay the Officials registration fee

Associations can decide to cover that cost for their officials at their discretion.

Registration Portal: <http://RingetteAlbertaClub.rampregistrations.com>

REGISTRATION

ALL officials MUST be registered via RAMP, this is their registration with Ringette Canada and is also the insurance piece. This, together with their clinics being up-to-date means that the official is ACTIVE (registered and certified)

When?

Officials SHOULD register before they go on the ice at the start of the season

Registration Handout
Send to your officials

[RAB Officials Registration Information](#) (handout for officials)

Registration Deadline

November 15 is the official deadline, but please note that if you have any officials that are certified and returning, registration is available year round.

- Please inform Ringette Alberta when these rare cases may happen

Ringette Alberta will pull a list on November 15 and communicate this to the associations.