

Chief Judge Checklist

- **Knowledge of current rules and procedures.**
 - Understands the importance of the Meet Information document. *N1, N2, N3*
 - Governing policies and procedures (LSC, Region, Zone and National). *N2, N3*
 - Familiarity with National Championship deck positions and their responsibilities – turn judge, stroke judge and, when used, relay takeoff judge, head lane timer and lane timer. *N2, N3*
 - Familiarity with disqualification and radio protocol. *N1, N2, N3*
 - Familiarity with “declared false start” and “no show” procedures. *N2, N3*
 - Notifying swimmers or coaches of disqualifications – appropriately for meet level. *N1, N2, N3*
 - Familiarity with the differences between USA Swimming, FINA and modified FINA deck protocol. *N3*
- **Meet Operations**
 - Pre meet Clinics and, if necessary, stroke briefings. *N1, N2, N3*
 - Assign stroke and turn judges, balanced deck, and relief and rotation schedules – appropriately for level of meet. *N1, N2, N3*
 - Use of National Meet formats for higher level meets. *N2, N3*
 - Use and management of Disqualification Logs, if assigned. *N1, N2, N3*
 - Deck presence (Poise and Positioning). *N1, N2, N3*
 - Interaction with Referee, Administrative Referee, other Chief Judges and S&T judges – teamwork. *N1, N2, N3*
 - Equipment and form confirmation, set-up, preparation, etc., for meets. *N1, N2, N3*
 - Familiarity with use of the “hot box” concept at higher profile meets. *N2, N3*
 - Awareness of Judges within the Chief Judge's area of responsibility. *N1, N2, N3*
 - Objectively evaluate Stroke and Turn Officials and compile and submit reports in accordance with LSC or National Officials Committee requirements. *N1, N2, N3*
 - Proactive management – ability to anticipate problems and to take appropriate advance action. *N1, N2, N3*
 - Implementation of Meet Referee directives. *N1, N2, N3*
- **Interaction with, and respect for, all meet participants; management, coaches, swimmers, officials, parents, spectators, guests.** *N1, N2, N3 – all bullets*
 - Diplomacy.
 - Understands and communicates that swimmers are the focus, not the officials.
 - Understands and communicates that officials need to be attentive without appearing to “scrutinize.”
 - Ability to keep a calm demeanor during stress or crisis.
 - Ability to communicate in a clear and precise manner.
 - Maintain a positive attitude.
 - Leadership and team player qualities.
 - Trainer for apprentice judges.

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National Levels

N1 (LSC – National Level 1)

The *Checklist for Evaluating a Chief Judge* is provided as a suggested guide for LSCs to certify Stroke and Turn Judges. To use the N1 designation:

1. LSC's and Officials must comply with the Minimum Standards for Certification as published by USA Swimming Officials Committee.

Other suggested requirements for N1 certification include:

2. Minimum two years as a N1 certified official
3. Certified as, or eligible to train as, a N1 Referee. Very experienced Stroke and Turn Judges with extensive knowledge of meet procedures could also be considered.
4. Performs satisfactorily as a Chief Judge in at least 4 LSC level meets.

N2 (National Level 2)

Minimum requirement - one year as N1 Referee*

N3 (National Level 3)

Minimum requirement - one year as N2 Referee**

Has all of the qualities needed for to serve as a Chief Judge at National Championship Meets.

* Very experienced N2 and N3 Stroke and Turn Judges can also be considered.

** Very experienced N3 Stroke and Turn Judges, with National Meet experience can also be considered.