



Officials Program Overview

TC Certification of Technical Officials

	Certification Level	Criteria
National Championships International Triathlon Union Events Games Qualifying Events	3 National Technical Official	Successfully demonstrates required abilities and fulfills the following: <ul style="list-style-type: none"> • Has completed mentoring process from Level 3 NTO. • May be assigned as Competition Manager (CM), Technical Delegate (TD), Team Leader (TL) Head Referee (HR) and Competition Jury (CJ) at the highest level national events. • Has been assigned and successfully fulfilled duties at minimum 5 ITU events or Major Games. • May act as presenter of Provincial Official Courses Level 1 - 2 • May be assigned to mentor NTOs • Communicate with the TC Board, Event & Technical Committee, TC Staff and LOC's • Strong leadership role within TC and PGB's • Maintains a minimum working experience of 50 points per year. • Must re-cert every 5 years or when point values not acquired.
National Championships International Triathlon Union Events Games Qualifying Events	3 National Technical Official (Mentoring) ITU Level 1 NTO	Successfully demonstrates required abilities and must fulfill the following: <ul style="list-style-type: none"> • May act as Head Referee (HR), Sector Leader or general official duties at national /international events. • May act as presenter of Provincial Official Courses Level 1 - 2 • Must communicate effectively with the TC Event & Technical Dept. • Demonstrate strong leadership role within PGB's • Maintains a minimum working experience of 50 points per year. • Must have a minimum two (2) year experience as Provincial Level 2 and have experience at all officiating roles. • Must attend the NTO seminar, pass the exam

		<p>and be working through the practical period in the mentoring process (minimum 3 national/international events and 2 years experience at discretion of mentor and Technical Dept. based on performance reports).</p> <ul style="list-style-type: none"> • Must re-cert every 4 years or when point values not acquired.
Provincial	2	<p>Successfully demonstrates abilities and fulfills the following:</p> <ul style="list-style-type: none"> • May be assigned as Technical Delegate (TD), Head Referee (HR), Sector Leader or general official duties at provincial sanctioned events. • May act as a presenter of Provincial Courses Level 1 • Communicate effectively with the provincial sanctioning committee and organizing committees. • Strong leadership role within PGB. • Maintains a minimum working experience of 10 points per year. • Attend Level 2 course and pass provincial evaluation / mentorship process. • Must re-cert every 5 years or when point values not acquired.
Provincial	1	<p>Successfully demonstrates abilities to fulfill the following:</p> <ul style="list-style-type: none"> • Official at local/provincial events. May act as assistant to a Head Official or sector leader. • Attend Level 1 course and pass evaluation / mentorship process. • Maintains a minimum working experience of 5 points per year. • Must re-cert every 4 years or when point values not acquired.

Level 1 and Level 2 Officiating Programs are delivered and managed by the Provincial Governing Bodies using Triathlon Canada approved programs.
The National Technical Officials Program is delivered and managed directly by Triathlon Canada through the TC Events and Technical Dept. Potential NTO candidates are nominated by a PGB through an Application process. One new candidate per region is generally accepted every two years.

NTO Programme

Goal: To improve the level of officiating in Triathlon nationally.

To recruit, retain and retrain NTOs nationally in both official languages.

Objectives:

- For every PGB to have a minimum of one NTO.
- All PGB programs are to compliment and prepare for the TC NTO program.
- All PGB programs are on file with the TC Event and Technical Committee
- TC to host at least NTO certification program every two years and look at regional representation when setting up the programs. (These should be held in conjunction with Event Organizer certification programs at high level ITU events wherever possible.)
- All NTOs are to be recertified on a regular basis.

NTO Application Process

This process serves to assist Technical Officials in becoming recognised as a National Technical Official (NTO) with Triathlon Canada (TC). It should be the goal of every NTO to be seeking out knowledgeable hardworking individuals who have the potential to be NTOs and encouraging them to do so.

TC has a limited budget for funding the national technical program and opportunities for Level 2 officials will consequently be restricted to mostly self-funded ones or those supported by their PGB. TC is very supportive of those who take advantage of such opportunities to further their experience and capabilities outside their own province. TC recognizes this is not an ideal situation and is consistently looking at other sources for funding the official's programs. However, recognition and acceptance of the budgetary constraints reflects a realistic approach to developing a career as an NTO.

The NTO program is a mentoring one and progression within it is dictated by the frequency and proximity of working with senior members of the TC technical teams.

After serving 2 years as a Level 2 official, there is no time limit on becoming a national official and the opportunity is open to any Level 2 accredited official to apply through their PGB to be nominated. As a recommended guideline, officials should have the following minimum experience:

- a. Experience as a race director at high status provincial, national and international event is an asset.
- b. Acted as a TD at a major provincial championship event within the last year;
- c. Acted as a Race Referee at a major provincial championship event within the last 2 years;
- d. Has experience working in all official roles.
- e. Has received the support of their PGB;
- f. Has worked at a minimum of two Elite events within the last two (2) years;

The process for each PGB to apply to have someone become a NTO is:

1. The PGB must submit an application addressed to the TC Events & Technical Director. The official must provide a resume stating his/her technical qualifications, including major events and positions held, and their reason/s for applying;
2. The PGB must have submitted their current provincial Level 1 & 2 Officials program if it is not already on file at TC Headquarters and must meet the minimal standards outlined by TC.
3. The TC Events & Technical Director will forward the application to the Technical Committee who will select candidates based on national interests.
4. If the application is not accepted, the TC Events & Technical Director will write to the applicant, explaining the reasons for not being accepted and including the steps which can be taken prior to reapplying to improve the Applicant's chances of success with a subsequent application;

If the application is endorsed, then the person will be partnered with a NTO or ITO who will mentor the person through the program. The candidate must attend the NTO Seminar (ITU Level 1) , complete the written exam and the practical requirements. Once the person has completed the mentoring process successfully, then they will be considered an NTO.

Mentoring Program

A successful applicant will be considered "mentoring" by the TC Events & Technical Director for a minimum of two (2) successive years.

Should there be any personal conflict with the NTO/ITO mentoring the Applicant, the TC Events and Technical Director will conduct a review and reassign a mentor (where appropriate).

During the mentoring period, the Applicant will be involved in NTO communications and undergo TC philosophy training, including any practical experience at TC and/or ITU events where possible (self-funded or TC appointed).

It will be expected that the successful Applicant remain active in their provincial officials program and develop a strong leadership role in it.

The assigned mentor will be responsible for providing feedback and assistance to the applicant and for recommending to the TC Technical Dept. when the applicant is ready for elevation to full NTO status. As previously mentioned, progression within the national technical program is dictated by the frequency and proximity of working with senior members of the TC Technical Officials Team. The process may take longer if sufficient exposure and experience to TC events cannot be achieved within two years. This will not reflect poorly on the individual.

If a person is an NTO then it must be assumed that the person is well versed on the ITU rules. The Mentoring Programme must include the following components:

Ethics
Decision making
Media
Event Organising
Teaching / Facilitating
Evaluation tools
TC rules and documents, including all checklists and reports
Practicum