swimming metro SOUTH WEST

Technical Officials & Other Volunteering

Swimming competitions couldn't run without the dedication of volunteers who give up their time and skills on Pool Deck.

These individuals are known as Technical Officials, or TO's. Together with other volunteers, TO's play a vital role in ensuring Swim Meets are run fairly, safely and efficiently.

Becoming a Technical Official is a rewarding experience that allows you to give back to the sport, support your children, build lasting friendships, and gain valuable skills along the way.

We're always looking for new Technical Officials! There are a range of Roles available, including the following;

Timekeeping / Chief Timekeeper	**Check Starter**
Marshall (aka Clerk of Course or / Help Desk)	**Judge of Stroke**
Inspector of Turns	**Recorder**
Starter	**AOE Operator**
Dolphin Timing Operator	**Announcer**
Meet Manager Operator	**Referee**

Your swim club is the perfect place to begin your journey as a Technical Official. Many clubs would benefit from additional assistance during club nights; however, they frequently encounter challenges in expressing these needs effectively. So, why not take the initiative? Next time you're poolside, take the first step, grab a stopwatch and lend a hand behind the blocks.

Want to know more about becoming an Official? Speak to your very own TO at your local Swim Club or reach out to the Area Technical Swimming Committee Convenor, Shawn Simpson, at smswoffcials@gmail.com Or visit https://nsw.swimming.org.au/technical-officials/join/become-a-TO

If you are interested in becoming a Technical Official, here's a clear step-by-step guide to the accreditation pathway;

Step 1: Meet the Basics

Before you begin training you must:

- Be a r**egistered member** of a Swimming Australia-affiliated club in NSW (via Swim Central)
- Upload a valid **Working With Children Check (WWCC)** on your Swim Central profile (https://www.service.nsw.gov.au/transaction/apply-for-a-working-with-children-check)
- Complete the **Community Officiating Essentials Skills (COES)** course through the Australian Sports Commission and upload the Certificate of Completion (not each module) to Swim Central (https://www.ausport.gov.au/officiating/education/essential-skills)

Once these are done, you are ready to begin training.

Step 2: Select Your First Role

TO roles vary from **Timekeeper and Judge of Stroke** to **Starter**, **Inspector of Turns, Referee**, etc.

Many people start with Timekeeper at local club nights and work upwards over time.

Step 3: Complete Theoretical Training (Online or In-Person)

You'll study the relevant learner guide modules under the **National Officiating Accreditation Program (NOAP).** NSW offers these modules online at https://nsw.swimming.org.au/technical-officials/learn-nsw/training-courses-events

Or via face-to-face session organized by your Club or Area Technical Swimming Committee. Expect modules to take around 1 to 2 hours, with quizzes that you can retake as needed.

Step 4: Gain much needed Practical experience at a Meet

Once you pass the theory portion it is advisable to take that training into the field to gain much needed and valuable experience.

This experience can be gained at Club nights and at Area Meets.

Please feel free to reach out to your Club contact and Area Technical Swimming Committee Convenor.

Step 5: Complete Practical Assessment at a Meet

Once you have passed the theory portion and feel you are ready after gaining practical experience:

- Request a practical assessment via the NSW training site, Club, or Area Technical Swimming Committee Convenor (ATSCC). They will connect you with a qualified assessor.
- You'll need to demonstrate on-pool competency under supervision at a SMSW Area Meet. If deemed competent in all criteria, your accreditation is forwarded to Swimming Australia for Official processing.

You should complete all required practical competencies within 12 months of finishing the theory course, though exceptions may apply if you contact your ATSCC.

Step 6: Progress to Higher Levels (Optional – Referee or Starter)

Your first Assessment as a Referee or Starter is at **Level 1**, which allows you to perform these roles at a Club or Area Meet.

As you gain experience, you may choose to work towards higher-level accreditations:

- **Level 2 Referee or Starter** – Enables you to officiate at State Competitions.
  To qualify, you'll need prior experience at lower-level events, along with endorsement from your ATSCC and the Swimming NSW Technical Committee
- **Level 3 accreditation** - Allows you to officiate at National Competitions. This requires independent assessment at SAL National Age or Multi-Class Championships. You must complete a minimum of two consecutive days of assessment across multiple sessions.

For more detail, refer to the **Officiating Pathway** on the Swimming NSW Website:

https://nsw.swimming.org.au/technical-officials-nsw/join/officiating-pathway

Swimming NSW occasionally runs a Referee Development Course- for example in 2025 - to build up, up to 20 aspiring referees in face-to-face and webinar sessions spanning most of the year; however, this is optional to follow the standard pathway.

Step 7: Reaccredit Every Four Years

Your accreditation is valid for four years. As expiry nears, you'll receive a Reaccreditation Kit – submit your paperwork via your ATSCC to renew

Keeping up to date with current Rules and Protocols

Swimming NSW Rules are updated regularly. Please see their website https://nsw.swimming.org.au/about-us/policies-procedures-nsw for all current updates....

Other useful information such as;

- Training Resources for Technical Officials
- Resources that will assist you on Pool Deck
- Guidelines, Policies, & Protocols
- Referee Documents
- Para (multiclass) Swimming, and
- Open Water Swimming

Can be found also on Swimming NSW website at;

https://nsw.swimming.org.au/technical-officials/officiate-nsw/resources

Technical Official Allowance Scheme Policy

The Swimming Metro South West (SMSW) region relies on the contribution of our volunteer Technical Officials (TO's) for the running of our events. This allowance policy was developed to assist the TO's with their expenses in providing these services. SMSW will pay an allowance for TO's who provide volunteer services at SMSW sanctioned events. Please click here, https://metrosw.org.au/docs/metrosw-Technical-Officials-Allowance-Scheme-Policy.pdf to read the policy. Applications will be made online for each meet.

Current Appointments

Please check our Events Page - https://metrosw.org.au/events/ to see which Meets require Technical Officials to volunteer.

Training

Many officials enjoy the opportunity to learn new roles, although there is no obligation to progress.

Online training resources:

- For Sport integrity Australia (SIA) course like below, please click here, https://elearning.sportintegrity.gov.au/user_login
  1) Safeguarding Children and Young People in Sport
  2) Anti Doping Fundamentals
  3) Competition Manipulation and Sport Gambling
  4) Annual Update