



# AUSTRALIAN OFFICIATING DEVELOPMENT SCHEDULE

REFEREES  
REFEREE INSPECTORS  
REFEREE INSTRUCTORS

MAY 2010

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**This *Schedule* is mandatory throughout Australia. It is the foundation document for all Football & Futsal referee, referee inspector & referee instructor classifications & training programs.**

## SECTION 1: INTRODUCTION

### 1.1 AUSTRALIAN OFFICIATING DEVELOPMENT SCHEDULE

Officials need a formal, broad, comprehensive and professional development process, comparable to the development they would undertake during their working careers. The *Australian Officiating Development Schedule* [AODS or **Schedule**] is officiating's foundation document. Its use is mandatory throughout Australia.

The *Schedule* describes the career pathways and professional development of all match officials and their supporting colleagues. It replaces the 2002 *National Grading Schedule* which in turn supplanted the original referee-only schedule developed in the early 1990s.

Processes, procedures and policy documents must be open and transparent. If officials are to achieve their personal goals it is important that they have access to up-to-date information, policies, modern trends, educational programs and support.

### 1.2 NOAS REGISTRATION AND FFA TRAINING PROGRAMS

Football Federation Australia [FFA] is Football's national controlling body. It is recognised by the Australian Sports Commission [ASC] as a *National Sporting Organisation* [NSO]. In March 2005 FFA determined that training programs for match officials should be registered under ASC's *National Officiating Accreditation Scheme* [NOAS]. To achieve this objective FFA commissioned a *Project Team* to create a suite of training programs and prepare the detailed documentation required for ASC-NOAS registration. Eight Football programs have been developed, submitted to the ASC, and have received NOAS registration. Following the submission of 2008 revised editions the original expiry date of December 2009 has been extended to September 2013.

The FFA Futsal Referee Level 3 Training Program was created in 2007/8. It has been granted ASC-NOAS registration until September 2013.

All training programs incorporate the Australian Sports Commission's **competency based education** model. ASC guidelines state:

***Competency statements are broad descriptions of the skill sets expected of ... officials who have a particular qualification. A competency statement defines what an official must be able to 'DO' and to what standard to become qualified ... at a particular level.***

Australian Sports Commission  
Guidelines for the Design and Registration of NCAS and NOAS Training Programs  
Belconnen ACT, June 2003, p.21

There is no specific time frame specified to complete each program, though there are timing guidelines for individual units. As units are studied participants should receive feedback and guidance from appropriate coaches, mentors and colleagues about their officiating [e.g. coaching sheets and formal inspections]. Practical field work is an important component of most training programs.

Detailed manuals have been developed for all programs. Additional resources are published in various FFA editions of the *Laws of the Game*. It is also recognised that a centralised and accessible reference system might be created and made accessible to all match officials. The methodology to achieve this goal has not yet been determined.

### 1.3 PROGRAM ACCESSIBILITY

Access to FFA's referee, referee inspector or referee instructor training programs is restricted to members of a FFA recognised referee group. Sections of two programs are exempt from this requirement, viz. Football Referee 4 Part 1; and Futsal Referee 3 Part 1.

Each referee group [eg local association; refereeing body; Member Federation] should form a **Technical Committee** [see Appendix]. It should supervise training programs, instructors and coaches. It is also responsible for formal match official development in cooperation with their Member Federation's referee coach or equivalent.

### 1.4 CAREER PROGRESSION

There is evidence from many sports that a key factor in the failure to retain officials is a reluctance to identify and promote talented younger colleagues. Accelerated progress is encouraged where this is appropriate and where neither the match official nor the matches they officiate would be placed at risk. Time restrictions on advancement *per se* should not operate as they are incompatible with NOAS program design guidelines and competency based education structures.

In practise, ideally, this means that once a training program's competencies are exhibited and consolidated by a referee - or an inspector or an instructor - there should be no barrier to enrolment in the next program and continuing progress along the professional development pathway. It is appreciated that genuine resource limitations may impact on this principle. Please note there are special requirements for admission to the Referee Inspector Level 1 program.

### 1.5 TRAINING PROGRAM REVIEW AND DEVELOPMENT

ASC requires FFA to keep its training programs under review. This includes renewal of a program's NOAS registration, as well as monitoring and improvement.

Additional FFA program planning remains under active consideration. Programs for Referee Instructor Level 1, Futsal Referee Level 2, Futsal Referee Level 1 and Futsal Referee Inspector Level 3 are anticipated in this *Schedule*.

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## SECTION 2: ADMINISTRATIVE DETAILS

### 2.1 REGISTRATION AND ACCREDITATION

Program graduates should follow the procedures set out in the *FFA Accreditation and Registration of Match Officials* documentation, circulated to all Member Federations in January 2010. For most match officials initial FFA and local registration occurs on completion of the Referee Level 4 Part 1 or the Futsal Referee Level 3 Part 1 training programs; or when they graduate from another [and their first] FFA training program. The FFA NRR10 Form is currently used to collect the required data.

This data is forwarded to FFA for inclusion on a national data base. It may be forwarded to the ASC for inclusion on their NOAS data base. Once a registration is processed FFA accreditation is awarded, current for up to four years. Accreditation is not available for graduates of the Referee Level 4 Part 1 or the Futsal Referee Level 3 Part 1 training programs.

### 2.2 REACCREDITATION REQUIREMENTS

FFA has adopted the key features of the ASC-NOAS reaccreditation [or updating] policy. The procedures are flexible, relatively simple and are designed to meet the particular needs of our sport. In summary, match officials who hold FFA accreditation have the choice of up to three methods to renew [or update] their accreditation. They are:

- repeat the same status program;
- complete the next level program, if available; or
- undertake the required hours of specified updating activities.

Depending on the qualification, the number of hours required to achieve reaccreditation ranges from 24 to 96 hours totalled over four years. A key tool is the use of a personal Log Book issued by FFA to all accredited match officials, usually via Member Federations. Acceptable updating activities are identified in Section 6 of this *Schedule*.

### 2.3 RECOGNITION OF PRIOR LEARNING [RPL] AND RECOGNITION OF CURRENT COMPETENCIES [RCC]

Program applicants who believe they possess relevant qualifications and experiences gained within the past four years may opt to submit evidence for assessment in accordance with the *FFA Recognition of Current Competencies and Prior Learning Policy*. These may be recognised if they are deemed to meet selected competencies described in the relevant training programs. The appropriate FFA body or officer should be consulted about RPL/RCC procedures.

## 2.4 RETURNING TO ACTIVE OFFICIATING

Qualified referees, inspectors and instructors who return to active officiating after a break of two or more years must satisfy the appropriate FFA or Member Federation body or officer that their knowledge, interpretations and applications of the *Laws of the Game* meet the current competencies for their classification. Returning officials retain the status they previously held [e.g. Futsal Referee Level 3; Football Referee Level 1; Referee Inspector Level 2].

## 2.5 DISTANCE EDUCATION

Potential training program applicants are encouraged to approach the relevant referee body or officer for details of possible arrangements to provide access to programs or specific units by home study and distance education. FFA gives in principle support for such arrangements. However, it may still be necessary for participants to undertake some or most program elements away from their home base.

## 2.6 APPEALS PROCESSES

A participant who is dissatisfied with a decision of a referee group's Technical Committee, and is unable to resolve the problems within that referee group, may submit a written appeal to the Member Federation. The appeal should include all relevant documentation and must reach the Member Federation within 28 days of the Technical Committee's formal decision.

The Member Federation will process the appeal and provide the appellant with a decision within 21 days of the date of the appeal.

This decision may be appealed using processes prescribed in FFA's Appeals processes.

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## SECTION 3: REFEREE STATUS AND PROGRAMS

### 3.1 REFEREE CAREER DEVELOPMENT

FFA programs now contain a rich and diverse range of topics, mostly absent from pre-2006 promotion procedures. Program units facilitate long term exposure to modern principles, interpretations, trends and processes, culminating in assessments of a referee's practical competencies.

This *Schedule* identifies four levels of Football referee classification [or status]. Three levels of Futsal referee classification [or status] are anticipated. Level 3 has been developed and approved; Levels 2 and 1 are expected to be created in 2011 - 2012.

There are no separate levels or classifications applicable to any specific niche of Football or Futsal. Female and male officials use identical classifications.

*Hyundai A League* nominations are bestowed on an annual basis by FFA and fall outside the scope of this *Schedule*. Any requested FIFA or Asian Football Confederation match official nominations will be recommended to those bodies by FFA.

FFA wishes to identify talented referees well before they are considered for nomination to elite tournaments and panels. *National Identification Lists* will assist in the identification of promising match officials and encourage their progress.

A referee's career development is supported by formal training programs monitored by each referee group's Technical Committee. The Technical Committee may end an upgrading process if the participant clearly is unable to develop the required competencies or fails to complete required units. The Technical Committee must advise the referee in writing of the reasons for this action. Failure to demonstrate all competencies required during any practical field assessments does not necessarily mean an end to an upgrading process. Performances should be analysed carefully and further opportunities would normally be identified for a participant who has not yet demonstrated the required practical unit's competencies. It must be stressed that neither referees or matches should be placed at risk.

At the end of each program, the Technical Committee may confirm or deny the upgrading, or defer the program for rescheduling at the next available opportunity. The Technical Committee must notify the participant within 14 days of its decision and reasons.

### 3.2 APPOINTMENTS

It is understood that referee groups may wish to appoint referees to higher level matches than the referee classifications used in this *Schedule* suggest. This may occur where talented referees are known to be able to control such matches effectively. It is also recognised that referee shortages may create a need to have lower status referees officiate at levels above those recommended. It is strongly recommended that match officials who are at least 16 years old but less than 18, and who are appointed to matches involving adult players, should be formally identified by their Technical Committee as clearly capable of handling their duties. Technical Committees should seek to ensure that referees and matches are not placed at risk.

### 3.3 FOOTBALL REFEREE BASIC DEVELOPMENT PROGRAM LEVEL 4 [PARTS 1 & 2] AND LEVEL 3

These programs provide basic training and subsequent consolidation of officiating competencies. Level 4 Part 2 and Level 3 participants must be members of a recognised referee group. Available data suggests that the majority of match officials in Australia can be expected to achieve Level 3 status.

#### REFEREE LEVEL 4

##### Part 1 Theme: Pre-Officiating

Level 4 Part 1 provides a basic introduction to the Laws and interpretations. It includes a written theory examination. Graduates receive a FFA Certificate. FFA accreditation is **not available** and graduates are **not qualified to officiate**. To begin their refereeing career they must join a recognised referee group **and** achieve the competencies identified for the pre-officiating units of the Level 4 Part 2 training program.

Any interested person may enrol in this program by application to their local association, refereeing body or Member Federation. Any program fee should accompany the application.

##### Part 2 Theme: Basic Officiating

Part 1 graduates who join a recognised referee group should enrol in Level 4 Part 2. This program's practical emphasis complements Part 1's theoretical focus. Participants must demonstrate all pre-officiating unit competencies **before accepting any referee or assistant referee appointments**. These units are usually taught as a concentrated set of presentations and practical exercises taking about six hours. Practical assessments and other activities complete the program. Graduates are considered qualified to officiate in Football involving junior and youth players.

##### Prerequisites

- It is recommended that applicants be at least 13 years of age on the anticipated completion date of the program.
- Applicants must clearly exhibit the competencies required of a Level 4 Part 1 referee.

#### REFEREE LEVEL 3

##### Theme: Skill Consolidation

Program graduates are eligible to receive a FFA Referee Level 3 Certificate and accreditation. They are considered qualified to officiate from junior Football to the lower divisions of adult Football.

##### Prerequisites

- Recommended that applicants be active referees at least 16 years old.
- Applicants must clearly exhibit the competencies required of a Level 4 referee.

**Enrolment Processes**

- By application to their referee group's Technical Committee; or by invitation from that Committee. Any program fee must accompany the application or acceptance of an invitation.
- Level 4 referees who possess the Level 3 program prerequisites can be invited by their Technical Committee to enrol as a Level 3 participant immediately their Level 4 status is confirmed.

### 3.4 FOOTBALL REFEREE ADVANCED DEVELOPMENT: PROGRAM LEVELS 2 AND 1

These programs provide advanced development for referees wishing to officiate in senior and elite competitions. Participants must be members of a recognised referee group.

Scarce teaching and support resources may limit the entry points to these programs. If so, it is recommended that the annual closing date for applications or acceptance of invitations to undertake a program be 30<sup>th</sup> November. Technical Committees should exercise some flexibility in this matter, particularly in order to encourage talented members. Ideally, entry to the upgrading process should be permitted as soon as the referee has completed the previous program and consistently demonstrated appropriate officiating competencies.

Each program is a continuous development process. It generally extends over one season; or longer if the Technical Committee deems this appropriate. Each participant should be given ample opportunity to complete the upgrading process, including appointments to the higher level matches needed to meet the program's requirements.

Assuming that the necessary instructional and coaching support is available, the Technical Committee should not defer or deny an application for entry to an upgrade program if the participant can demonstrate that the competencies associated with the participant's current referee qualification are observable.

**REFEREE LEVEL 2****Theme: Development of Advanced Officiating**

Program graduates are eligible to receive a FFA Referee Level 2 Certificate and accreditation. Graduates are considered qualified to officiate at matches ranging from junior Football to the penultimate senior Football in their State, Territory or region. [See notes]

**Prerequisites**

- Applicants must be active referees at least 18 years old.
- Applicants must clearly exhibit the competencies required of a Level 3 referee.

**Enrolment Processes**

- By application to their referee group's Technical Committee. Any program fee must accompany the application.
- The Technical Committee may invite members who meet the Level 2 program prerequisites to undertake the program. Any program fee must accompany the acceptance of the invitation.

## REFEREE LEVEL 1

### Theme: Senior Officiating – Commitment to Excellence

Program graduates are eligible to receive a FFA Referee Level 1 Certificate and accreditation. Graduates are considered qualified to officiate at matches from junior Football to the highest level of senior Football in their State, Territory or region. [See notes]

#### Prerequisites

- Applicants must be active referees at least 18 years old.
- Applicants must clearly exhibit the competencies required of a Level 2 referee.

#### Enrolment Processes

- By application to their referee group's Technical Committee. Any program fee must accompany the application.
- The Technical Committee may invite members who possess the Level 1 program prerequisites to undertake this program. Any program fee must accompany the acceptance of the invitation.

#### Notes re Level 2 and 1 Program Requirements

1. The practical officiating units of these training programs require specified standards of matches as detailed in the program materials. Referee groups who do not normally appoint referees to such matches should make arrangements with other referee groups and Football associations to arrange access to suitable matches. Consult the Member Federation or relevant FFA officer for advice.
2. Matches assigned for the practical assessments should meet the standards specified in the training program's curriculum. Level 2 and Level 1 referee appointments should only be made once the participant possesses the competencies laid down for the program's theory examination, physical test units and any other specified unit prerequisites.
3. Each Level 2 practical assessment match must be inspected by a FFA Level 2 or Level 1 Inspector [or an inspector approved by the Technical Committee]. Comprehensive inspection reports with running sheets are required.
4. Each Level 1 practical assessment match must be inspected by a FFA Level 1 Inspector [or an inspector approved by the Technical Committee]. Comprehensive inspection reports with running sheets are required.

#### Notes re Hyundai A League and FIFA panels

1. The FFA National Referee Technical Committee determined [2007] that nomination to the *Hyundai A League* panel is restricted to FFA Level 1 referees.
2. The NRTC determined [2007] that nomination to the FIFA Men's Referee or Assistant Referee panels is restricted to FFA Level 1 referees. Nomination to the FIFA Women's Referee or Assistant Referee panels is restricted to FFA Level 2 and Level 1 referees.

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### 3.5 FUTSAL REFEREE DEVELOPMENT: SUMMARY & PROGRAMS

Level 3 is Futsal's entry level program. The creation of Level 2 and Level 1 referee programs is under consideration. These programs are expected to provide advanced development for match officials wishing to officiate in senior and elite competitions.

#### FUTSAL REFEREE LEVEL 3

##### Part 1: Pre-Officiating

##### Part 2: Basic Officiating

Part 1 provides an introduction to Futsal's Laws and interpretations. Once participants have completed this part, **and** joined a recognised referee group, they may undertake Part 2. Participants must demonstrate all specified pre-officiating unit competencies **before undertaking any officiating**. Further practical and theoretical units complete the program.

Part 1 graduates receive a FFA certificate only. Graduates who complete Parts 1 and 2 of this program receive a FFA Level 3 Futsal Referee Certificate and accreditation. The latter are considered qualified to officiate at local Futsal matches.

##### Prerequisites

- Part 2 participants must be members of a recognised referee group.
- Applicants should be at least 13 years of age at the commencement of Part 2 of the program. If senior matches are to be officiated it is strongly recommended that referees be at least 16 years old, preferably 18 years old.

##### Enrolment Process

- By application to a recognised referee group. Any program fee must accompany the application.

### 3.6 TRANSITIONAL ARRANGEMENTS FOR FUTSAL REFEREES

Any Futsal referee officiating in Australia at June 2009, and recognised by a member Federation, may complete and submit the relevant FFA Referee Registration Form. On acceptance the referee will be eligible to receive an FFA Level 3 certificate and accreditation valid to 31/12/2012. FFA's updating policy will apply, if relevant.

Any Futsal referee wishing to seek recognition as a Futsal Level 2 or Level 1 referee, or in possession of an overseas Futsal qualification, may submit an application for FFA Futsal Level 2 or Level 1 status. Applications will be referred to and assessed by an appropriate FFA panel. FFA's RPL [*Recognition of Prior Learning*] and/or RCC [*Recognition of Current Competency*] policy procedures will apply. As no FFA Level 2 or 1 Futsal Referee programs exist the outcome of any application for recognition above Level 3 is uncertain and may be guided initially by the establishment of precedents.

### 3.7 FUTURE FUTSAL DEVELOPMENT

The following Futsal training programs are foreshadowed:

#### **FUTSAL REFEREE LEVEL 2 [Intermediate]**

##### **Theme: Development of Advanced Officiating**

It is anticipated that graduates will receive a FFA Level 2 Futsal Referee Certificate and accreditation. They will be considered qualified to officiate in local and State League matches.

#### **FUTSAL REFEREE LEVEL 1 [Elite]**

##### **Theme: Senior Officiating - Commitment to Excellence**

It is anticipated that graduates will receive a FFA Level 1 Futsal Referee Certificate and accreditation. They will be considered qualified to officiate in any Futsal matches, including elite and national level matches.

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## SECTION 4: REFEREE INSPECTOR DEVELOPMENT SCHEDULE AND TRAINING PROGRAMS

### 4.1 REFEREE INSPECTOR CAREER DEVELOPMENT

This *Schedule* outlines the career path for all Referee Inspectors. These colleagues play a crucial role in referee development. Their NOAS-registered training programs meet competency based design criteria similar to those used in referees' training programs.

The broad aims of the inspectors' programs are: to enable participants to develop an awareness of the role of the referee inspector; to recognise the need for career long development of referees; and to provide inspectors with the basic tools, practices and policies they need to carry out their roles effectively. Programs prepare inspectors to work initially at a developmental and advisory level [local junior and youth levels] through to full inspection, assessment and coaching techniques for elite match officials.

Becoming a referee inspector is a crucial part of a referee's continuing development. With this in mind Football's Referee Level 1 program incorporates elements of the Referee Inspector Level 3 program.

There are three FFA Football Referee Inspector classifications. An entry level FFA Futsal Referee Inspector program is anticipated and is expected to adopt similar guidelines to those used for the Football Inspector programs.

All applicants must be members of a recognised referee group. Once program graduates have completed a FFA Referees' Registration Form and had their application processed they will receive a FFA certificate and accreditation.

### 4.2 GRADUATE COMPETENCIES

Programs graduates generally will be able to:

- identify and apply the multifaceted role of the referee inspector;
- understand and apply basic inspecting guidelines;
- identify the positive relationships and communication skills needed to work collaboratively with colleagues;
- recognise the desirable personal characteristics and qualities of a good inspector;
- demonstrate that they have a sound knowledge of their code's *Laws of the Game*, modern interpretations and applications, and required mandatory actions and sanctions;
- identify FFA's referee policies, their purposes, and how they influence the ability of the match official to make the best decisions;
- analyse and report on pre-recorded match incidents and live matches, writing objective, accurate, constructive coaching reports and/or formal assessments.

### 4.3 REFEREE INSPECTOR PROGRAM AVAILABILITY

If teaching and coaching resources are scarce referee groups may decide to set a closing date for applications of 30<sup>th</sup> November each year. However, the Technical Committee should exercise some flexibility in order to encourage members to improve and develop their work as inspectors. It cannot be guaranteed that training programs will be available annually.

The Technical Committee may not defer or deny an application for upgrading if the participant can show that the competencies associated with the participant's current qualification are still observable. Technical Committees are encouraged to progress inspectors through the first two levels as rapidly as possible, commensurate with individual's abilities, group resources and FFA decisions. No minimum time period need be served before enrolment in the Level 2 program. Entry to Level 1 is controlled by FFA - see below.

All inspector programs employ the Australian Sports Commission's NOAS **competency based education** model, described earlier in this *Schedule*. Participants need feedback and guidance from instructors and coaches during the programs. Practical work forms an important part of these training programs.

### 4.4 PROGRAM PRESENTERS

The program presenter for the Level 3 and 2 Inspector programs must be:

- a Level 2 or Level 1 FFA inspector; **or**
- a Level 3 FFA Inspector and a Level 2 FFA Instructor; **or**
- be approved by the Technical Committee.

The Inspector Level 1 program presenters are:

- an appropriate FFA refereeing officer - if qualified; or qualified nominee; **and**
- other person[s] approved by the appropriate FFA officer.

### 4.5 PROGRAM AVAILABILITY

The Level 3 program may be offered on a local area basis. The appropriate Member Federation will be responsible for the approval, scheduling and appointment of presenters. Suitable participants may be invited to apply for a place on the program. Local Technical Committees may be asked to identify and encourage suitable candidates to apply.

The Level 1 and 2 programs may be offered on a national or regional basis. The appropriate FFA body or officer will be responsible for approval, scheduling and appointment of presenters. Suitable participants may be invited to apply for a place on the program. Local Technical Committees may be asked to identify and encourage suitable candidates to apply.

## 4.6 PROGRAM SUMMARY

### REFEREE INSPECTOR LEVEL 3 [BASIC]

Level 3 Football Inspectors are qualified to coach match officials assigned to junior and youth level matches; or local Futsal matches when the Futsal inspector program is established.

#### Prerequisites and Enrolment

- By application to the relevant referee group. Any program fee must accompany the application.
- Applicants should be at least 18 years old and have had at least two years experience as an active match official with a recognised refereeing group. A detailed written request to amend or waive this prerequisite may be made to the Technical Committee.

### REFEREE INSPECTOR LEVEL 2 [ADVANCED]

Level 2 Inspectors are qualified to work with match officials assigned to junior and youth level matches; or to Futsal junior, youth and adult level matches when a program is developed. Tasks include the provision of formal reports with running sheets.

#### Prerequisites

- Applicants must be at least 18 years old.
- Applicants must hold current FFA Referee Inspector 3 accreditation.
- Applicants must clearly exhibit the competencies of a Level 3 Referee Inspector.

#### Enrolment Processes

- By application to the relevant referee group. Any program fee must accompany the application.
- The Technical Committee may invite suitably qualified members in possession of the Level 2 prerequisites to undertake a Level 2 program. Any program fee must accompany the acceptance of an invitation.

### REFEREE INSPECTOR LEVEL 1 [SENIOR]

Level 1 Inspectors are qualified to work with all match officials in their code, including those officiating at senior and elite level.

#### Prerequisites

- Applicants must be at least 18 years old.
- Applicants must be active referee inspectors and must clearly exhibit the competencies of a Level 2 Referee Inspector.
- Applicants must hold current FFA Referee Inspector 2 accreditation, have held it for at least two years and have been actively inspecting during those two years.

#### Enrolment Processes

- By application to the relevant referee group. Any program fee must accompany the application.
- The Technical Committee may invite suitably qualified members in possession of the Level 1 prerequisites to participate in a Level 1 program. Any program fee must accompany the acceptance of an invitation.

## SECTION 5: REFEREE INSTRUCTOR DEVELOPMENT SCHEDULE AND TRAINING PROGRAMS

### 5.1 REFEREE INSTRUCTOR CAREER DEVELOPMENT

The current FFA Referee Instructor classification is Level 2 [Basic]. The program is designed to enhance the abilities of individual Football referee instructors and to provide accredited instructors to undertake the development of match officials.

The program may be redesigned as a generic program for Instructors operating in all codes. This development, and the creation of further programs in this series, awaits FFA direction. Instructor Level 1 [Advanced] also remains under consideration.

Applicants must be members of a recognised referee group. Once program graduates have completed a FFA Referees' Registration Form and had their application processed by FFA they will receive a FFA certificate and accreditation.

### 5.2 GRADUATE COMPETENCIES

Program graduates generally will be able to:

- establish a relationship between the instructor-coach and match officials;
- implement sound educational principles and practices;
- identify, plan, deliver and evaluate appropriate training methods to improve and develop changes in refereeing performance;
- identify their own strengths and shortcomings in their presentation techniques;
- educate participants when to utilise mentoring, counselling and self assessment as techniques in the development of referees;
- exhibit a sound knowledge of the relevant Laws of the Game and interpretations.

### 5.3 PROGRAM PRESENTERS

In general, program presenters [instructors] must possess a FFA Referee Instructor Level 2 qualification, or have a FIFA *Futuro* qualification. Senior state referee instructors who do not possess either of the above qualifications may be granted authorisation to deliver this program by the responsible FFA body or officer.

### 5.4 PROGRAM AVAILABILITY

The Level 2 program may be offered on a national or local area basis. The appropriate FFA body or officer will be responsible for approval, scheduling and appointment of presenters. Suitable participants may be invited to apply for a place on the program. Local Technical Committees may be asked to identify and encourage suitable candidates to apply.

## 5.5 PROGRAM STRUCTURE

The Referee Instructor program incorporates the ASC's competency based education model as described previously in this *Schedule*. Participants will need substantial support, feedback and guidance from the program presenters.

### REFEREE INSTRUCTOR LEVEL 2 [BASIC]

This program has been designed to train Football referee instructors. However, it is broadly applicable to other football codes. Some adjustments to program content are anticipated to accommodate the specific requirements of other codes.

#### Prerequisites

- Applicants must be at least 18 years old.
- Applicants should have had at least two years experience as an active match official or qualified Referee Inspector with a recognised referee group. A written request to amend or waive this prerequisite may be made to the relevant FFA body or officer. Relevant supporting documentation should be attached.

#### Enrolment Processes

- By application to the relevant FFA body or officer; or Member Federation. Any program fee must accompany the application.
- FFA may invite potential participants to participate in this training program. Any program fee must accompany the acceptance of the invitation.

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## SECTION 6: FFA ACCREDITATION AND UPDATING PROCEDURES

### FFA ACCREDITATION

FFA accreditation acknowledges that the holder is recognised as an active match official [Referee; Referee Inspector; Referee Instructor]. Accreditation is not available to graduates of the Football Level 4 Part 1 or Futsal Level 4 Part 1 programs.

Accreditation is valid for up to four years. To be able to renew accreditation applicants need to provide evidence that they have undertaken required updating activities. There are up to three methods to achieve reaccreditation:

- repeat the same status program; **or**
- gain promotion by completing the next level program where one is available; **or**
- undertake the required hours of specified activities to renew accreditation - this the most common method.

The updating requirements and procedures are flexible, simple, designed to meet the needs of the codes, and professional in orientation. They will enhance the status and reputation of FFA match officials.

### REACCREDITATION AND UPDATING

ASC's guidelines have been used to specify the hours of activities needed to achieve reaccreditation. They range from 24 - 48 hours for the lowest level qualifications; and from 72 - 96 hours for senior level qualifications. The required hours are accumulated over the life of a member's accreditation, that is, up to four years.

#### MINIMUM HOURS OF ACTIVITIES TO RENEW ACCREDITATION

FFA QUALIFICATIONS	MINIMUM HOURS IN ≤ 4 YEARS*		
	TOTAL = OFFICIATING + OTHER ACTIVITIES		
REFEREE 4 [FOOTBALL ONLY]	24	18	6
REFEREE 3	48	36	12
REFEREE 2	72	54	18
REFEREE 1	96	72	24
INSPECTOR 3	24	18	6
INSPECTOR 2	72	54	18
INSPECTOR 1	96	72	24
INSTRUCTOR 2	24	18	6
INSTRUCTOR 1 [FUTURE]	72	54	18

\*Accreditation achieved after January 1 will expire on December 31 three calendar years later. For example: accreditation dated July 17 2010 will expire on December 31 2013.

A *Log Book* is available to accredited match officials. It is recommended that activities are recorded as they occur, or are recorded in summary form at frequent intervals. Match officials must be active during at least two of the four years of their accreditation period. This not only ensures their currency, but also recognises that some officials could be inactive for up to two of these four years.

Up to 75% percent of the required updating hours may be logged from *practical officiating activities* [that is: refereeing; inspecting/coaching; instructing/presenting]. A minimum of 25% percent of the hours are logged from a wide range of *other officiating activities*.

Examples of *practical officiating activities* are

- Referee 3 - log up to 36 hrs of officiating [= 75% of required 'officiating' hrs];
- Referee 1 - log up to 72 hrs of officiating [e.g. 36 x 90 mins matches plus 30 mins post-match reporting requirements = 75% of the required 'officiating' hrs];
- Inspector 2 - log up to 54 hrs observing referees, preparing and giving feedback;
- Instructor 2 - log up to 18 hrs instructing/coaching.

Refer back to the Table [above] for other categories. About half of the practical hours must be signed off by an authorised colleague or official; the balance of the hours may be self monitored. Match officials may negotiate procedures with their referee bodies.

Examples of *other officiating activities* are:

- Attend coaching sessions, courses, seminars - local, regional, state, national
- Observe colleagues and provide feedback [e.g. Inspector 2 observing Inspector 1 at work; or a Level 1 Referee coaching a Level 3 colleague]
- Mentor colleagues; supervise colleagues' activities
- Active participation in a referee group
- Read articles and books on refereeing - log summaries, findings, comments
- Write articles
- Tertiary/TAFE sports-related education, including external courses and units
- Leadership and communication courses
- Appropriate *Sports Medicine Australia* courses, or similar
- Appropriate ASC and State Recreation and Sport units and courses
- Recognised First Aid course
- Other activities as negotiated with the referee group

The above listing is not definitive. Match officials are encouraged to identify other activities of particular interest and relevance to them and their particular role in their sport. *Other officiating activities* must be undertaken during at least two of the four years accreditation period. In general the activities are logged and signed off by an authorised referee group's officer. There is no required maximum or minimum number of hours to be spent on any one activity.

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## APPENDIX: DEFINITIONS

### REFEREE GROUP

The term *referee group* or *referee body* refers generically to local associations, branches, refereeing bodies and similar organisations. 'Recognised' indicates that the group is officially recognised and/or affiliated to a Member Federation and therefore recognised by FFA.

It should be noted that members of referee groups not recognised by FFA have no access to FFA certification and accreditation, training programs, tournaments, match official panels, or any other FFA initiatives and support.

### TECHNICAL COMMITTEE

All referee groups should operate a 'Technical Committee'. The Committee should maintain close working relationships with their group and their Member Federation. This Committee:

- will supervise the professional career development of their group's members [referees, referee inspectors and referee instructors] by ensuring that the *Australian Officiating Development Schedules'* requirements and processes are implemented.
- is responsible for the identification of members in their group [referees, referee inspectors and referee instructors] ready to undertake further training programs.
- will monitor, supervise and assess their group's members undertaking training programs.

### FFA REFEREE COMMITTEES

Committees and their membership are determined by FFA from time to time.

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**PUBLISHED BY FOOTBALL FEDERATION AUSTRALIA**

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