

## NETBALL EUROPE OFFICIATING

### UMPIRE TUTOR/ASSESSOR APPOINTMENTS PROCESS

1. The NE accredited Umpire Tutor/Assessor database (UDB) is reviewed by the Officiating Strategy and Delivery Group (OSDG) bi-annually.
2. Requests for additions/deletions to the database should be submitted by the member country to the NE Director of Officiating (DO) who will action no later than the next OSDG meeting.
3. With effect from **1st April 2019**, the NE policy and appointments process for member countries and Associate member countries who require an Umpire Tutor and/or an Umpire Assessor(s) is as follows:
  - Written applications to be sent to the DO detailing the requirements, dates, location and timescales together with any event specific needs or caveats.
  - If the request is received by the DO at least three months before the required date, the DO will advertise the requirement to all current members of the UDB with applications to be submitted by a specified closing date.
  - The DO will review the applications received, consult with the requesting member country, and recommend the appointment of an available Tutor and/or Assessor(s) to the NE Secretary and NE Chair, after asking the member country of the appointee(s) if they have any objections to the appointment.
  - If the recommendation is approved, the DO will notify the successful applicant(s) and the member country concerned.
  - The DO will notify the NE Board members of the person(s) appointed.
  - If the request is received within three months of the required date, the DO will consult with the requesting member country and then liaise with members of the NE Board to make the appointment(s) without advertising the requirement to the UDB. The DO will also ask the member country of the proposed appointee(s) if they have any objections to the appointment.
4. Additional member country guidelines:
  - Requests can be for more than one visit e.g. to facilitate tutoring and mentoring and then, at a later date, Practical Assessments.
  - If the request is for two (2) such visits, the second visit must be scheduled within a maximum of six (6) months of the first visit.
  - If the request is for three (3) combined visits, the third visit must be scheduled within a maximum of nine (9) months of the first visit.
  - Requests over a longer period of time may require a further application process after the third visit: this will be decided by the DO in consultation with the NE Secretary and NE Chair with each request considered on merit: the DO will then respond appropriately to the requesting member country.
  - A pillar of the NE policy is 'rotation' to ensure that future Tutor/Assessor opportunities are offered to all current members of the UDB: the Board will probably not approve the ongoing appointment of a particular Tutor and/or Assessor beyond the three combined visit option defined above.
5. All appointed NE Umpire Tutor/Assessors are mandated to comply with the requirements of the NE Assessors Booklet, and the NE Code of Conduct for Tutors/Assessors, and to submit a report to the NE DO on completion of each visit, this to include recommended 'next steps'.



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6. Resource material: NE appointed Umpire Tutor/Assessors are mandated to respect and comply with the copyright of all the resource material that they use. If in doubt, permission to use myct be obtained from the holder.
7. This policy and process was implemented with effect from 1<sup>st</sup> April 2019: section 6 added in June 2019.
8. To accompany this policy and process document, the requirements for the NE Umpire Tutor Award, originally ratified by Council in June 2013, have been updated and this is now at v0.2 dated 26th June 2018.

*Approved by the NE Board 7th June 2019, v 0.3*