

MAJOR TECHNICAL OFFICIALS' DEVELOPMENT PROGRAM POLICY

Purpose

1. The Purpose of this Policy is to set Ringette Canada's procedures and guidelines governing Ringette Canada's Major Technical Officials Development Program Policy as it fulfills its responsibility to organize, develop, and select major technical officials to domestic and international events.

Application of this Policy

2. This Policy applies to all parties who may be interested or engaged in any activities related to the Major Technical Officials Development Program as outlined herein.

Definitions

3. The following terms are applicable to this document:
 - a) 'Major Technical Officials' - Shot Clock Operators, On ice Officials, Supervisors, and Director of Officials.

Authority for Major Technical Officials Development Program

4. The Board has delegated the authority for all decision-making under this Policy to Ringette Canada's Executive Director and Director of Sport when executing the duties outlined in this Policy. Reporting to the Board will occur on an as required basis.

Communication

5. This Policy and any amendments to this Policy must be published on Ringette Canada's website.

Goals/Objectives of Major Technical Officials Selection

6. Ringette Canada shall ensure that selection criteria and selection process for each domestic and international event are established and designed to select major technical officials who are ready and able to perform at each event.

Allotment

7. The number of major technical officials selected will be dictated by the competition. When this is not the case, Ringette Canada's Executive Director, in consultation with the Director of Sport, will have the discretion to name a larger group that will include a greater number of reserve major technical officials, or to name a smaller group due to resource constraints.

Announcement

8. Ringette Canada will announce the selected major technical officials as soon as feasible but within fifteen (15) days of the final selection opportunity by contacting selected major technical officials directly and posting the list on Ringette Canada's website.

Major technical official Eligibility

9. To be eligible to be considered for selection, a major technical official must:
 - a) Complete a self-identification process to declare their interest in the program for a set cycle.
 - b) Be registered and in good standing with Ringette Canada, the provincial ringette association, and the local ringette association;
 - c) Be a citizen of Canada or have resided in Canada for at least one (1) year immediately preceding the event;
 - d) Pay any required fees;
 - e) Attend selection opportunities as required by the event's selection process; and
 - f) Be eligible to participate as per the rules of the applicable event.

Selection Opportunity(ies)

10. Ringette Canada will host and/or identify selection event(s) for eligible major technical officials who have declared interest in selection for domestic and international competitions.

Selection Criteria

11. Ringette Canada will establish its selection criteria for all domestic and international events. These shall be published no later than September 1st of every year.

Selection Process

12. Ringette Canada will establish its selection process for all domestic and international events. These shall be published no later than September 1st of every year.

Exceptional Circumstances

13. Major technical officials may request an exemption to remain eligible for selection to an event. The Director of Sport and the Ringette Canada Executive Director may authorize the exemption upon their joint discretion, if a major technical official was unable to participate in mandatory events, competitions or evaluations due to illness, injury, other medical circumstance or personal, educational, or competitive commitments.
14. If unforeseen circumstances arise which do not allow for the set selection process or its timelines to be implemented as planned, the Director of Sport reserves the right to identify an alternate process or alternate timelines. Should this occur, major technical officials will be notified of these changes in a timely manner.

Exemption Requests

15. Exemption requests are to be made to Ringette Canada's Director of Sport.
 - a) All requests must be submitted in writing and shall be treated in no less than 7 business days.
 - b) Exemptions shall be treated on a case by case basis.

Major Technical Official Requirements to Remain Selected and Removal

16. Upon selection and in order to remain eligible to participate, a major technical official must:
 - a) Sign a Major Technical Official Agreement;
 - b) Provide to Ringette Canada all required documents;
 - c) Ensure proper equipment, clothing, and funds;
 - d) Obey all rules established by Ringette Canada; and
 - e) Assist Ringette Canada in public relations initiatives when requested.
17. Once selected to an event, a major technical official may withdraw or be withdrawn by the Ringette Canada Executive Director and Director of Sport for the following reasons:
 - a) Failure to satisfy the minimum training standards;
 - b) Failure to adhere to Ringette Canada's *Code of Conduct and Ethics* Policy, and all other Ringette Canada policies;
 - c) Failure to remain performance-ready leading up to the event. Major technical officials who do not remain performance-ready by reason of lack of fitness, injury or illness may be removed from the event. It is the obligation of the major technical official to immediately report any injury, illness or change in training that could affect their ability to perform at their highest level;
 - d) Voluntary withdrawal/retirement; or
 - e) Fraudulent misrepresentation.
18. Ringette Canada will provide the major technical official in writing with a summary of the rationale for removal and opportunity to respond in advance of Ringette Canada making such a decision.
19. The Ringette Canada Executive Director and Director of Sport will have the discretion to authorize the replacement of the major technical official with another suitable candidate.

Funding

20. Any money required to be contributed by the major technical official must be paid to Ringette Canada as requested and by the predetermined and communicated timelines. Failure to pay such monies may result in the major technical official not being in good standing with Ringette Canada or being able to participate in any Ringette Canada sanctioned events.

Appeals

21. Any appeal against a decision can be made in accordance with the scope and application of Ringette Canada's *Appeal Policy*.

This Policy is subject to review at least once every three years.

Date of last review: June 2022

Housekeeping: August 2023 (change title Program Director to Director of Sport)

The publication of Ringette Canada policies will be in the English and French languages. In the case of conflicting interpretations, the English version will prevail.