



3 Roles for Referees

Meet Referee	Deck Referee	Administrative Referee
<ul style="list-style-type: none"> • Serves as Team Leader. • Has overall responsibility for the conduct of the meet. • May assist host team’s Officials Chair in recruiting and assigning officials for the meet. • Reviews entries and timelines; recommends solutions if there are any problems. • Supervises the entire Officials Team. • Ensures consistency from session to session. • Ensures safety. • Conducts coaches meetings. • Enforces meet procedures and decorum. • Handles meet issues. • Provides break for deck referee, starter, if needed. • Explains disqualifications to coaches. • Helps resolve timing issues. • Inputs staffing information to the Officials Tracking System. 	<ul style="list-style-type: none"> • Manages the actual competition. • Controls the pace and flow of the meet. • Supervises the “wet-deck” officials. • Resolves disqualifications. • Handles disputed calls. • Sets up swim-offs. • Handles empty lanes in Finals in accordance with meet procedures. • Completes the “pass down” report. 	<ul style="list-style-type: none"> • Manages the behind-the-scenes administrative activity and paperwork. • Supervises the “dry-deck” officials. • Makes decisions regarding fair application of: <ul style="list-style-type: none"> – Entry Procedures – Eligibility Requirements – Check-in Procedures – Scratch / No-show Procedures. • Reviews seeding and heat sheet preparation. • Develops the timeline. • Approves timing adjustments. • Informs deck referee when swim-offs are required. • Processes disqualifications. • Seeds time-trial events. • Reviews and publishes the results.

At PVS meets where all three positions are staffed, this is the typical division of responsibilities. These lists of duties are by no means all-inclusive, and the lines between the roles are often blurred, in order to make the meet run effectively and smoothly.