

IVA Officials Division Guidelines

2013-2014

I. IVA Annual Membership Requirement

- Join the IVA - Membership application and fees are due by September 1 of the calendar year. Membership is from September 1st to August 31st of the subsequent year. The fee is non-refundable, non-transferable and is not prorated.
- Membership application must be completed on-line. Membership fees must also be paid on-line at the time of application.
- The membership fee for officials is equivalent to the IVA Adult membership.
- Bi-annually, IVA officials must complete and pass the USA/IVA Background Check process. The background form must be accompanied by the background check fee.
- Annually, IVA officials must complete and sign the IVA's Outside Independent Services Contract Form.
- All returning officials must be IVA "Members in Good Standing" (see definition below).

II. Required Uniform

- Shirt** All white polo shirt, short or long sleeves, with the "Certified Volleyball Official" logo on the arm.
- Slacks** Dark navy slacks made of 100% polyester are recommended. Other fabric combinations are permitted as long as the dark navy color doesn't appear to be faded. However, "Dockers" are specifically prohibited.
- Belt** Black or dark navy in color.
- Shoes** Shoes must be all white.
- Sweater** Sweaters are optional. If worn they must be all white with v-neck with the "Certified Volleyball Official" logo on the left chest. Sweat-shirts are specifically prohibited.
- Jacket** Jackets are optional. If worn they must be all white with the "Certified Volleyball Officials" logo on the left chest.

III. Officials Levels - for the purposes of developing officials in the region and to recognize levels of competencies, the following levels have been established. Training and other requirements needed to achieve and maintain these levels are discussed in subsequent sections.

1. Official In Training
2. Provisional
3. Regional
4. Junior National
5. National

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- IV. IVA “Member in Good Standing” Requirements** - Officials working for the IVA are expected to provide a minimum level of services and to maintain their achieved official’s level. The minimum level of services to be provided and maintenance requirements depends on the level.

The IVA is willing to work with you if you are unable to meet these requirements and you inform the IVA in writing in a timely manner during the season. You should explain your reason for being unable to meet these requirements. The IVA Officials Advisory Group (OAG) will review your standing and try to make alternative options available to you to meet the minimum necessary requirements. If officials do not complete the minimum service requirements during the season, the official could revert back to the next lower pay.

1. Official In Training

- Attend the IVA Officials Symposium
- Be evaluated on the stand during the current season at an IVA sanctioned training event.
- Attend additional training tournaments when requested by the IVA Officials Advisory Group (OAG)

2. Provisional

- Work a minimum of nine (9) tournament days as a referee at IVA sanctioned events.
- If returning as a provisional, attend an IVA Sanctioned Rules Clinic.
- If returning as a provisional, pass a written rules test, USAV test C or its equivalent, each season.
- If returning as a provisional, pass a score keeping evaluation consisting of the proficient completion of an actual match score sheet each season.

3. Regional

- Work a minimum of nine (9) tournament days as a referee at IVA sanctioned events.
- Attend an IVA Sanctioned Rules Clinic each season.
- Pass a written rules test, USAV test C or its equivalent, each season.
- Every two years be evaluated on the stand.
- Pass a score keeping evaluation consisting of the proficient completion of an actual match score sheet each season.

4. Junior National

- Follow the USAV guidelines established for Junior National Officials (see USA Volleyball website for more information).
- Work the minimum required hours set by USA Volleyball.
- For IVA pay status service recognition purposes, work an additional four (4) tournament days as a referee at IVA sanctioned events.

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- Attend an IVA Sanctioned Rules Clinic each season.
- Pass a written rules test each season.
- Pass a score keeping evaluation consisting of the proficient completion of an actual match score sheet each season.

5. National

- Follow the USAV guidelines established for National Officials (see USA Volleyball website for more information).
- Work the minimum required hours set by USA Volleyball.
- For IVA pay status service recognition purposes, work an additional four (4) tournament days as a referee at IVA sanctioned events.
- Attend an IVA Sanctioned Rules Clinic each season.
- Pass a written rules test each season.
- Pass a score keeping evaluation consisting of the proficient completion of an actual match score sheet each season.

V. **How To Achieve Various IVA Officials Levels** - Generally, IVA officials start at the lowest level and with training and experience work their way up to the highest level. However, the IVA's OAG may accelerate progression through the levels based on the level of proficiency exhibited at tournaments used by the OAG to train or evaluate officials.

1. How to become an "Official In Training"

- Become an IVA member.
- Attend the IVA Officials symposium.
- Be evaluated on the stand during the current season at an IVA sanctioned event.
- Attend additional training tournaments when requested by the IVA Officials Advisory Group (OAG).

2. How to become a "Provisional" Referee

- While an "Official in Training" achieved the "Member in Good Standing" requirements of the provisional referee.
- Receive approval from the OAG for advancement.
- If the IVA OAG training committee approves, a trainee could be advanced to Provisional prior to completion of nine (9) tournament days required of a provisional referee to become a "Member in Good Standing."

3. How to become a "Regional" Referee

- Meet the "Member in Good Standing" requirements for the provisional referee.
- Officiate as a Provisional Referee for a minimum of one full season and have worked at least nine (9) tournament days as an official.

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V. How to Achieve Various IVA Officials Levels (Continued)

3. **How to become a “Regional” Referee (Continued)**

- Apply in writing to the OAG. The OAG must approve the request.
- Attend an IVA sanctioned rules clinic
- Be evaluated on the stand during the current season at an IVA sanctioned event and pass the evaluation. On stand evaluations are limited to once a season.
- Successfully working a match as a scorekeeper.
- Pass a written rules test.

4. **How to become a “Junior National” Referee**

- Meet the “Member in Good Standing” requirements for the Regional referee.
- Officiate as a Regional Referee for a minimum of one full season.
- Must apply for candidacy to the IVA Office by December 1st of the current season. The application must include a letter that supports why you should be considered as a Junior National Official candidate. This letter may be part of your paperwork that will be submitted to USA Volleyball if you are approved by the IVA to apply to USAV.
- Applicants are expected to be able to participate in two (2) training tournaments prior to the final evaluation tournament. A determination will be made at these tournaments as to whether the applicant has the minimum skills necessary to proceed to the next tournament. Training offered will emphasize the officiating skills expected by USA Volleyball from Junior National candidates. Applicants then must attend the final training and rating tournament. During this tournament, the applicant will be evaluated twice as an R1 and twice as an R2 by IVA approved raters. Candidates must receive passing ratings on all evaluations in order to be recommended by the IVA to formally apply to USA Volleyball.
- Pass a written rules test.
- Pass a written scorekeeping test.
- The IVA recommends working a minimum of 10-12 IVA sanctioned tournament days during the current season as an official to get trained and prepared for the USA Volleyball rating process.
- Follow the guidelines of USA Volleyball for Junior National candidates.
- Fulfill all requirements as required by USA Volleyball such as attend the Junior National tournament and pass the rating sessions at this tournament.
- The IVA reserves the right to revoke your application prior to attending the Junior Nationals if you fail to maintain the professional standards required by IVA for Junior National Official Candidates from this region.

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5. **How to become a “National” Referee**

- Meet the “Member in Good Standing” requirements for the Junior National referee.
- Officiate as a Junior National Referee for a minimum of one full season.
- Must apply for candidacy to the IVA Office by December 1st of the current season. The application must include a letter that supports why you should be considered as a National Official candidate. This letter may be part of your paperwork that will be submitted to USA Volleyball if you are approved by the IVA to apply to USAV.
- Applicants are expected to be able to participate in two (2) training tournaments prior to the final rating tournament. Training offered will emphasize the officiating skills expected by USA Volleyball from National candidates. Applicants then must attend the final training and rating tournament. During this tournament, the applicant will be evaluated twice as an R1 and twice as an R2 by IVA approved raters. Candidates must receive passing ratings on all evaluations in order to be recommended by the IVA to formally apply to USA Volleyball.
- Pass a written rules test.
- Pass a written scorekeeping test.
- The IVA recommends working a minimum of 10-12 IVA sanctioned tournament days during the current season as an official to get trained and prepared for the USA Volleyball rating process.
- Follow the guidelines of USA Volleyball for National candidates.
- Fulfill all requirements as required by USA Volleyball such as attend the USAV selected tournament and pass the rating sessions at this tournament.
- The IVA reserves the right to revoke your application prior to attending the USAV selected tournament if you fail to maintain the professional standards required by IVA for National Official Candidates from this region.

VI. Officials Pay Structure – The pay structure used by the IVA is designed to recognize the proficiency level achieved by officials and the actual officiating services provided to the region. There is a base pay provided to each patch level that can be increased when officials exceed the minimum level of services provided to the region required to achieve the “Member in Good Standing” for the patch level. Conversely, the pay structure is designed to recognize when officials do not provide the minimum level of services required to achieve the “Member in Good Standing” for the patch level. Below is the base pay schedule for the patch earned.

	Official Level	Base Pay Rate
1.	Official In Training	\$18 per match
2.	Provisional	\$20 per match
3.	Regional	\$22 per match
4.	Junior National	\$25 per match
5.	National	\$27 per match