

OCCUPATIONAL DESCRIPTOR FOR SPORT OFFICIALS IN EUROPE

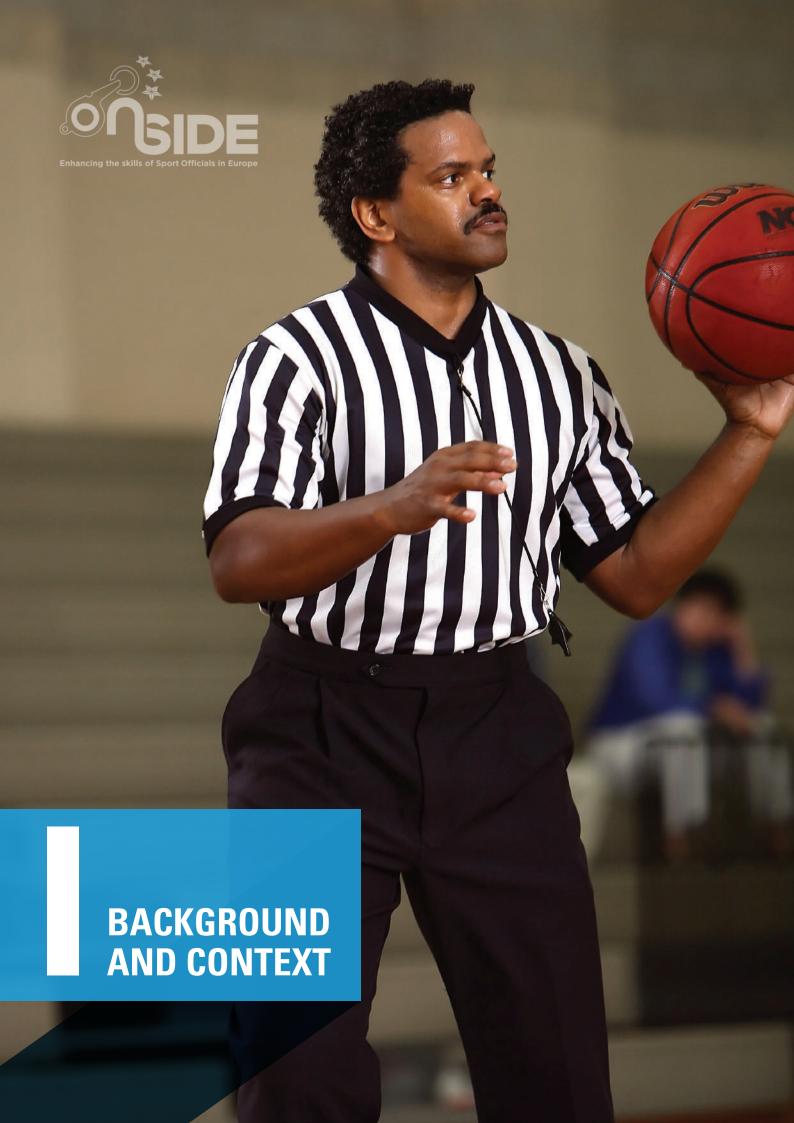
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A. THE ONSIDE PROJECT

The ONSIDE project (full title: 'Innovative Education to Enhance the Skills of Sport Officials in Europe') brought together key stakeholders from the world of sport officiating for the first time at the European level to develop a strategic approach to training and development.

Working under the leadership of the European Observatoire of Sport and Employment (EOSE, www.eose.org), the ONSIDE partners represent a unique combination of stakeholders dedicated to the advancement of sport officiating — three international/European sport federations, two national sport federations, one national sports council, one national Olympic committee, one university and two national associations of sport officials.

PARTNERSHIP OF THE ONSIDE PROJECT



COORDINATOR OF THE PROJECT

France / Europe

European Observatoire of Sport and Employment



France

Association Française du Corps Arbitral Multisports



United Kingdom

Sports Officials UK



Malta

SportMalta



United Kingdom

British Wheelchair Basketball



Switzerland / Europe

European Athletics



Luxembourg / Europe

European Table Tennis Union



Austria / Europe

European Handball Federation



Bulgaria

National Sports Academy «Vassil Levski»



Romania

Romanian Football Federation



Netherlands

Dutch Olympic Committee* Dutch Sports Federation

The partners worked together through an intense three-year programme of meetings and activity which culminated in an International Event on Sport Officiating, held online on 20 November 2020, which attracted 250 participants from 39 countries in Europe and beyond.

EOSE and the ONSIDE partners are particularly proud that their efforts have helped establish the International Federation for Sports Officials (IFSO, www.ifso.sport), founded at The Peace Palace in the city of The Hague (Netherlands) in March 2019. It is the first global membership organisation whose aim is to enhance officiating across all sports and nations. The ONSIDE partners see IFSO as the perfect vehicle to continue to promote the project's outputs to member organisations and the international sport sector on a sustainable basis. It was unanimously agreed, therefore, that IFSO should become the ONSIDE 'Legacy Partner'.



The ONSIDE project officially operated from January 2018 to December 2020 with funding from the Erasmus+ Sport Programme of the European Union, although the partners, along with the legacy partner IFSO, will continue to pursue its aims and promote the implementation of the innovative outputs through an agreed sustainability action plan.

Further information about the project can be found at www.onside-sport.eu and about IFSO at www.ifso.sport

B. PROMOTING AND DEVELOPING THE VITAL ROLE OF SPORT OFFICIALS

Sport officials are known by a variety of titles, but whatever they are called; organised sport cannot exist without them. The majority of sport officials work on a voluntary basis or only receive a nominal fee for their services, yet these are the people who keep almost all competitions from grassroots participation to elite level performance happening all year round. The simple message is 'NO SPORT OFFICIAL = NO SPORT' and that applies everywhere.

The sport official's exact title and role will depend on the sport in which they operate. Some of the main examples include:

Despite the importance of sport officials, they face many challenges. Their vital role is often not given the attention it deserves, and when they are noticed, the degree of respect they receive from competitors, coaches and spectators is rarely equal to the preparation, concentration and effort they put in when working under close scrutiny and huge pressure, often heightened by the increasing use of technology.

Thus, the fundamental work which sport officials do in keeping sporting events going, week by week and year by year, has generally been overlooked, undervalued and sometimes harshly and unfairly criticised. In many sports, their training and development can focus too narrowly on the technical aspects of their sport at the expense of broader competences such as communication, teamwork, conflict management and continuous improvement. They are often isolated within their specific sport and have few, if any, opportunities to learn from relevant practices in other sports.

ONSIDE, therefore, has worked tirelessly to increase the visibility, recognition and development of sport officials through the following activities:

- Conducting and disseminating reliable and valid research to underpin European sector-wide activity in the area
 of sport officiating;
- Boosting the profile of sport officiating to all key stakeholders in the world of sport;
- Encouraging networking so that officials in different sports can learn from each other;
- Defining the generic skills, knowledge and competences of sport officials, which are common across all sports and nations;
- Promoting education in the area of sport officiating and proposing new training pathways and development opportunities for sport officials to enhance their skills through innovative learning methods, including e-learning modules.

Finally, the ONSIDE project also promotes sport officiating as a voluntary activity in sport that enhances social inclusion and equal opportunities for all.

C. THE LIFELONG LEARNING STRATEGY FOR SPORT – "THE 7 STEP MODEL"

A Systematic Approach to Developing Standards and Training Programmes for Sport Officials

In order to realise its ambitions for sport officiating, the ONSIDE Project has implemented the Lifelong Learning Strategy for Sport, known as the "7 Step Model". This model was devised by EOSE and has been tried and tested through other similar projects in the sport and physical activity sector.

The model provides a strategic framework which ensures that appropriate education, training and qualifications exist to support the development of the sector's workforce of paid staff and volunteers. It was developed in response to the main education and employment challenges in the sector and aligns with the main EU policies and tools in the fields of sport, employment and vocational education and training (VET).

Implementing the 7 Step Model within the ONSIDE project has united the worlds of employment and education and built on the expertise of many experienced sport officials from a range of sports to ensure that the innovative education and training provision is fit for purpose and consistent with the needs and expectations of sport officiating.

The project has adopted a generic approach to sport officiating, i.e., it has tried to identify all of the main features of sport officiating, regardless of the individual sport, and identified all of the functions a competent sport official should be able to carry out at any level and in any context.

STEP 1	The model began with the collection of Labour Market Information (LMI) by conducting wide desk and primary research into the realities, characteristics and tendencies in sport officiating.	
STEP 2	The next step in the model produced an Occupational Map which further expands on the key characteristics of the sport officiating workforce of paid staff and volunteers.	
STEP 3	The model then described the different roles in sport officiating and facilitated the development of an Occupational Descriptor for sport officiating.	
STEP 4	The project supported the sport officiating employment and education stakeholders and expert partners to develop a Functional Map outlining all of the main functions a competent sport official should be able to carry out.	
STEP 5	The stakeholders and expert partners in sport officiating developed the functional map to a greater level of detail to produce Occupational Standards . These standards take each of the functions in the functional map and add performance criteria which will enable an official's performance to be evaluated, and requirements for knowledge and understanding which will be used to underpin future education and training for the sector.	
STEP 6	This step requires the development of qualifications and learning outcomes. For ONSIDE, the partners agreed the most appropriate and useful product for sports officials would be a Handbook of Training Modules . This contains 13 generic (i.e., not sport specific) module outlines and learning outcomes based on the occupational standards and knowledge requirements. This Handbook also includes advice to organisations wishing to develop education to support the generic competence-based development of sport officials.	
STEP 7	Quality assurance is the final step. To address quality assurance, the project has created a Guide for Sustainability and Quality Assurance Strategies to ensure the occupational standards and training modules are optimally implemented going forward.	







INTRODUCTION TO THE OCCUPATIONAL DESCRIPTOR FOR SPORT OFFICIALS IN EUROPE

This Occupational Descriptor is the key output from Step 3 of the 7 Step Model and builds on the research phases and Occupational Map developed in the previous steps of the ONSIDE project.

This Occupational Descriptor utilises the findings from the research phases of the ONSIDE project which included desk research activities to examine job descriptions and other relevant documents, telephone interviews with a sample of European sport federations and results of an online sport officiating survey of national sport federations from across Europe carried out in 2019.

The Occupational Descriptor uncovers the key generic characteristics of the role of the sport official in Europe and provides analysis of what the sport sector requires in terms of:

- ✓ The different types of sport officials across a range of sports
- ✓ The different levels at which sport officials operate and their associated roles and responsibilities at each level and the progression routes available to them
- ✓ The personal attributes which a sport official needs to have to be effective in their role
- The realities and solutions for attracting and recruiting sport officials
- The challenges associated with the retention of sport officials in the difficult environment in which they work and factors that can be used to address these retention challenges.

This Occupational Descriptor was valuable in helping the ONSIDE project partners to shape the Functional Map and Occupational Standards developed for Steps 4 and 5 and the Handbook of Training Modules for Step 6, ensuring that all of these innovative products address the reality of sport officiating and the actual needs of sport officials.

Aside from its value as a development tool, the ONSIDE partners believe the Occupational Descriptor will be of interest to national, European and international sport federations, sports leagues and clubs, and other organisations which need to attract, recruit and retain sport officials, and progress them to a level appropriate to their ambitions and potential.



SPORT OFFICIATING ROLES

The **Key Purpose / Mission** of the sport official developed through the ONSIDE project is:

KEY PURPOSE / MISSION FOR SPORT OFFICIALS

«Enable participants to compete within the spirit of the sport through the impartial application of the rules/laws and ethics of the sport»

In order to achieve this key purpose, sport officials have to perform tasks under the following **key roles**:

KEY ROLE A: PERSONAL COMPETENCY DEVELOPMENT

Evaluate and develop own performance as a sport official

KEY ROLE B: RELATIONSHIPS

Establish and maintain effective relationships with other sport officials, with competitors and others involved in the competition, including the media

KEY ROLE C: COMPETITION

Manage competition within the rules/laws and ethics of the sport

KEY ROLE D: INFORMATION

Manage information as required by the officiating role

These functions apply generically to all sport officials across all sports.

The ONSIDE partnership have identified three categories of sport official:

Referees	Judges	Other officials						
Under these headings can be listed an indicative, non-exhaustive, list of sport officiating positions:								
Referee	Member of Jury	Marshal						
Umpire	Assistant Referee	✓ Starter						
Commissaire	Assistant Umpire	Scorer						
Field Official	✓ Video Referee	Timekeeper						
Track Official	✓ Video Assistant	Table Official						
Judge	✓ Touch Judge	Technical Official						

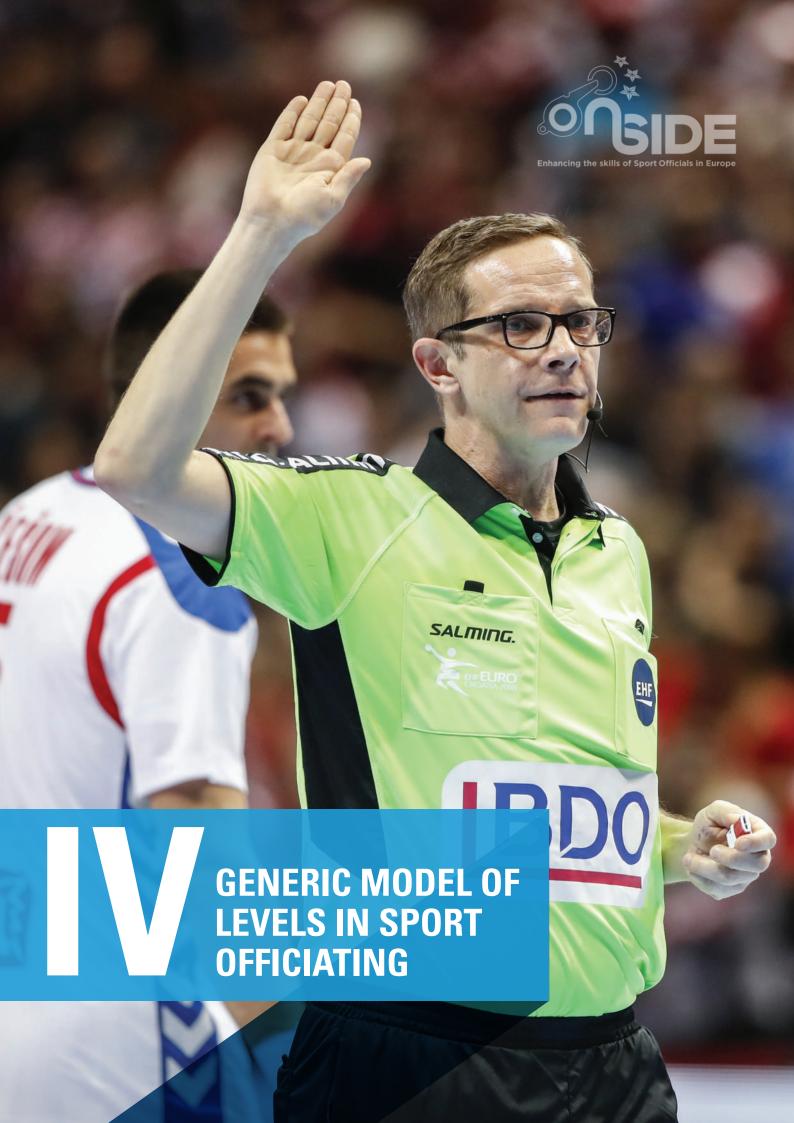
While the specific skills, knowledge and competences of sport officials is dependent on the sport that they operate in, sport officials with any of these titles must demonstrate generic skills that are common to all positions and titles in sport officiating.

These generic skills are the focus of the ONSIDE project and the occupational standards and innovative training strategies that have been developed through this transnational initiative.

When looking at the full range of positions of those involved in sport officiating, it is also important to mention the roles of those responsible for developing other sport officials. Typical titles for these positions include (non exhaustive list):

- Tutor
- Instructor
- Official Coach
- Mentor
- Evaluator
- Observer
- Delegate

Occupational standards and training strategies for people holding these roles in sport officiating were not developed during the ONSIDE project, but would be worthy of further investigation and development in a potential future collaborative project.



Although the system of levels in each sport will often be different, and sometimes within a sport levels can differ among countries and continents, the ONSIDE partnership believes three main levels of knowledge and experience can be identified within sport officiating plus a lower introductory level.

GENERIC MODEL OF LEVELS IN SPORT OFFICIATING DEVELOPED THROUGH THE ONSIDE PROJECT

A. INTRODUCTORY LEVEL SPORT OFFICIAL

The Introductory Level is for individuals who have shown an interest in elements of sport officiating and could have potential to play a role in officiating sporting matches and competitions. These individuals make a large contribution to grassroots sport.

Key features of individuals involved in the Introductory Level of Sport Officiating include:

- Their motives are often centred around love of the sport, desire to "give back" to the sport, and social interaction
- ✓ They will have gained some informal and casual learning of sport officiating through involvement in sport as a participant, parent or through spectating and general exposure to the sport
- ✓ They are not deemed qualified to officiate matches unaided or unsupervised
- ✓ They should have the opportunity to gain sport officiating experience working with a mentor or coach
- They should be made aware of progression pathways in sport officiating and opportunities for further training and certifications.

B. BASIC / RECREATIONAL LEVEL SPORT OFFICIAL

The Basic / Recreational Level Sport Official performs their function in sport competitions under the direction of the organising sport club, association, league or federation. The competitions are of low or recreational level. The official can officiate alone and unsupervised at the basic level.

The Basic/Recreational Level Sport Official should:

- Ensure that they are aware of the level of the match/competition which they are to officate
- Monitor compliance with the rules/laws of the sport
- Arrive on time with the necessary clothing, footwear and equipment
- Observe, measure, interpret and assess the actions of the athletes/players
- Be responsible for the safety of athletes/players and others.
- Ensure the athletes/players understand the intent and the application of the rules/laws of the sport
- Develop and maintain own ability to apply rules/laws of the sport within the spirit of the sport/activity
- Establish and maintain effective working relationships as a sport official
- Handle and communicate information as a sport official.

C. INTERMEDIATE / MORE COMPETITIVE LEVEL SPORT OFFICIAL

The Intermediate / More Competitive Level Sport Official officiates sport competitions by themselves or together with fellow sport officials. This sport official works on the instructions of the organising association, league or federation.

The Intermediate / More Competitive Level Sport Official should:

- Ensure an optimal preparation for the sport competition, being informed of the participating athletes/players and the type of event
- Arrive on time with the necessary clothing, footwear and equipment
- Prepare well ahead of the game, among other things by checking which interests are at stake for the athletes/ players
- Be available well before the event, make appointments with any colleagues, inspect the sports environment, materials and equipment
- Impose any other requirements on athletes/players and, if necessary, take measures (for example, an order for repairs)
- Observe, interpret and assess actions of athletes/players in light of the rules/laws and regulations
- Manage the contest, exercise control by proactive intervention and communicate decisions in such a way that they express respect and are accepted in a natural way
- Cooperate with any colleague sport officials and support staff
- Where relevant complete the competition form or check the entered data on the basis of their own notes and sign it
- Report in the event of misconduct and take part in follow up actions
- ✓ Reflect on his own performance and ask for feedback from the colleague sport officials/observers
- Draw conclusions (make action plan) for subsequent matches based on the self-reflection, received feedback and assessment
- Contribute to the health and safety of the competition environment
- Contribute to the health and safety of competitors and others during competition
- Establish and manage relationships with competitors and competitor representatives
- Accurately apply rules/laws and their interpretation during performance
- Evaluate the quality of competition and communicate judgments consistently.

D. ADVANCED / TOP NATIONAL / INTERNATIONAL LEVEL SPORT OFFICIAL

The Advanced / Top National / International Level Sport Official officiates matches at the top of the national competition and international competitions. They normally officiate national matches at the direction of a senior league or the federation and they normally officiate international matches or competitions on behalf of the world sport federation and/or the European federation.

The Advanced / Top National / International Level Sport Official should:

Requirements which are the same as Intermediate level:

- Prepare well ahead of the game, among other things by checking which interests are at stake for the athletes/ players
- Impose other requirements on athletes/players and, if necessary, take measures (for example, an order for repairs).
- ✓ Interpret and assess actions of athletes/players in light of the rules and regulations
- Manage the contest and exercises control by proactive intervention and communicate decisions in such a way that they express respect and are accepted in a natural way
- Where relevant complete the competition form or check the entered data on the basis of their own notes and signs it
- Report in the event of misconduct and support follow up actions
- A Reflect on his own performance and ask for feedback from a potential colleague sport official
- Draw conclusions (and make action plan) for subsequent matches based on self-reflection, received feedback and assessment.

Additional requirements for Advanced and/or International level:

- ✓ Facilitate advance contact with any colleague sport official, be available well before the match, make appointments with any colleague, inspect the sports environment, materials and equipment
- Check the execution of the penalty during the match/event
- ▲ Manage the competitive environment as a sport official at the elite level in sport.
- ✓ Manage people whilst officiating at the elite level in sport.
- Manage competition at the elite level in sport
- Liaise with the media as appropriate
- Communicate in the language required by the relevant federation
- Engage appropriately with any assessor or observer
- Participate in the formal activities related to the competition
- Prepare for the competition and take time to make good arrangements with colleague sport officials
- Control the competition and materials and keeps abreast of relevant matters, such as agreements with others involved in the event (eg the competition secretariat)
- Observe, interpret and assess actions of athletes in line with national/international rules and regulations of the sport
- Record violations, take decisions and make them known to the athletes

- Work in cooperation with any colleague sport officials
- ✓ Where relevant check the entered data on the competition form on the basis of own notes, sign the competition form
- Report in case of misconduct and perform follow up actions
- ✓ Reflect on his own performance and ask for feedback and advice from colleague sport officials
- Draw conclusions for subsequent matches based on the self-reflection, the received feedback and the evaluation meeting or one to one coaching sessions according to the process of the organisation.





ATTIBUTES OF THE SPORT OFFICIAL

Attributes are a quality or feature regarded as a characteristic or inherent part of an individual and their behaviours.

From the research phases of the ONSIDE project, proposed key attributes of the sport official are:

- Anticipation
- Awareness
- Belief in own ability
- Calmness and in control
- Good communication skills
- Confidence
- Courage under pressure
- Energy / dynamism
- Focus / Concentration
- Leadership
- Mentally prepared
- Patience
- Positive attitude
- Problem solving
- Resilience
- Self-control
- Strong decision making
- ✓ Trust



RECRUITMENT OF SPORT OFFICIALS

The research phases of the ONSIDE project gathered data and qualitative information on recruitment of sport officials via desk research and primary research with sport federations.

The series of research activities showed that there are many reasons why individuals may become involved in sport officiating, including:

- Involvement in a sport they love
- Challenge and excitement of officiating
- Giving back and contributing to the sport
- Keeping active
- Learning and applying skills

- Meeting new friends and having fun
- The fellowship and friendship of sport officiating
- Being part of a community
- Financial benefits
- Trying to achieve a professional career

However, despite the attractions of sport officiating for some, many sports have stated in the ONSIDE research phase that recruitment at the grassroots level can be a major issue and challenge, particularly in respect to attracting young people.

At the higher level of practice, including European and international competitions, recruitment is not such an issue as many individuals within the pool of existing sport officials wish to progress to that level.

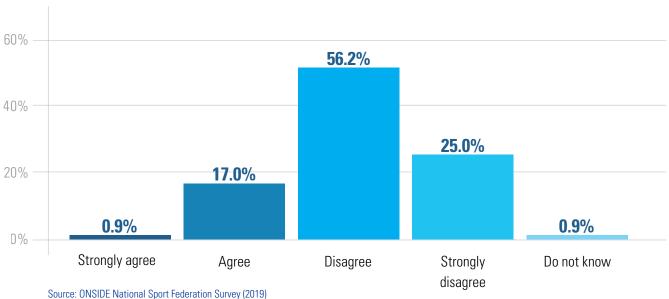
According to the ONSIDE research, many sport federations are implementing a sport official recruitment programme to increase the number of qualified officials. It is also not uncommon to see youth recruitment programmes initiated by sport federations to present and promote the role of sport official, and to attempt to attract young people to that role.

Recruitment was a topic covered in the ONSIDE research through the survey of national sport federations (See ONSIDE Occupational Map for larger descripton of the Survey methodology). As can be seen in the graph below, many respondents from national sport federations reported existing difficulties in attracting and recruiting sport officials to their sport.



GRAPH 1: VIEW OF RESPONDENTS ON HOW MUCH THEY AGREE IT IS EASY TO ATTRACT AND RECRUIT SPORT OFFICIALS

(n = 224)



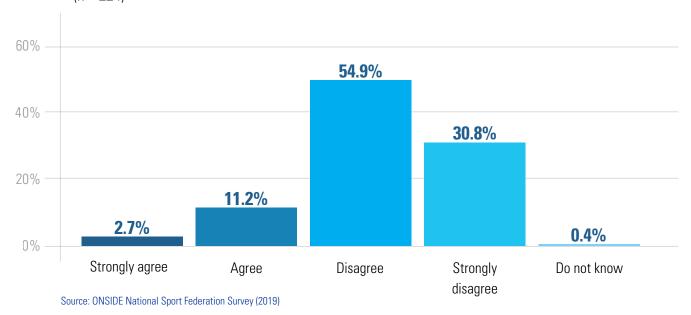
Although results like this are not a surprise to the ONSIDE partnership, they show worrying confirmation of the difficulty in recruitment to sport officiating. Some factors at play here could be for example external to the sport federation and linked to perception of officiating in society, but it could also show a lack of investment in recruitment strategies.

The ONSIDE survey of national sport federations also explored this issue in relation to young people.



GRAPH 2: VIEW OF RESPONDENTS ON HOW MUCH THEY AGREE IT IS EASY TO ATTRACT YOUNG PEOPLE TO OFFICIATE IN THEIR SPORT

(n = 224)



These figures show the difficulty in attracting younger officials. For many sports, there is an aging workforce of sport officials, investment needs to be made by each sport in positive marketing campaigns targeting younger officials and promoting the benefits and positive aspects of the role.

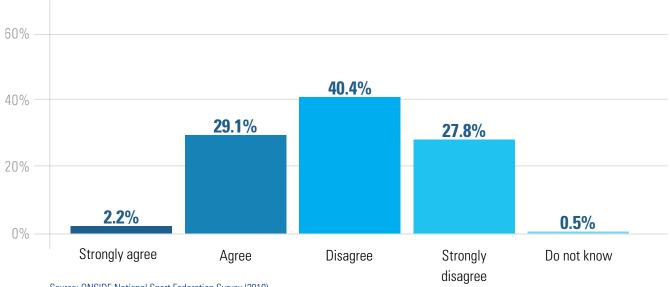
The need for recruitment of officials to meet competition demands was also highlighted in the research with national sport federations.



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GRAPH 3: VIEW OF RESPONDENTS ON HOW MUCH THEY AGREE THEY HAVE ENOUGH OFFICIALS IN THEIR SPORT TO SUPPORT ALL OF THEIR COMPETITIONS

(n = 223)



Source: ONSIDE National Sport Federation Survey (2019)

A total of 68.2% of respondents state they do not have enough sport officials to support all of their competitions. This paints a worrying picture for the future of sport officiating and the whole sport sector. Further research could explore to better understand at what levels they are struggling to have sport officials and whether there are any trends in male/female/youth sport/ sport for people with disabilities etc.

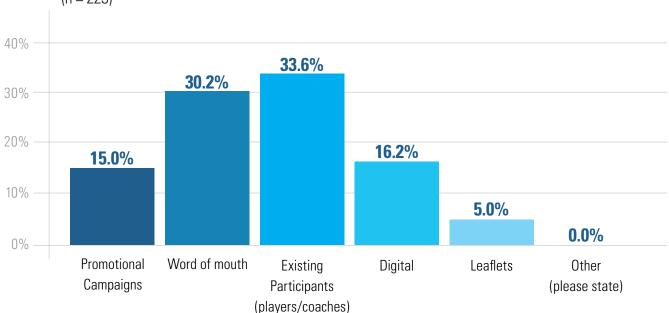
The research also looked at preferred methods of federations to recruit new sport officials.

There appears to be variety in the methods used to recruit new sport officials, studies from different sports could help identify and share good practice, and share what works across sports.



GRAPH 4: PROMINENCE OF SPORT OFFICIAL RECRUITMENT METHODS (RESPONDENTS TICKED ALL THAT APPLY)

(n = 223)



Source: ONSIDE National Sport Federation Survey (2019)



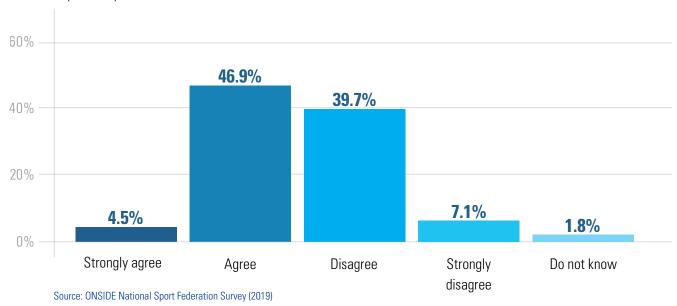
RETENTION OF SPORT OFFICIALS

The ONSIDE research survey of national sport federations also sought views on retention of sport officials. A small minority of respondents disagreed with the statement that it is easy to retain officials for a long time in their sport.



GRAPH 5: VIEW OF RESPONDENTS ON HOW MUCH THEY AGREE IT IS EASY TO RETAIN OFFICIALS IN THEIR SPORT FOR A LONG TIME

(n = 224)



Just under half of respondents felt it was not easy to retain officials in their sport. This could point to more investment and activities being required to aid retention, such as additional training opportunities for example. Further research could explore numbers of recruits to sport officiating, what the annual drop out figure is, and main reasons for such a drop out.

Studies have taken place to discover some of the factors that aid retention which include:

- Support, communication, mentoring, and recognition provided through the sport
- Opportunities for continued training and development/ learning new skills
- Development of a community and interaction with other officials to form a network of support
- Access to role models and mentors
- Education opportunities
- Opportunities to progress
- Equal opportunities and treating everyone with respect.

Further studies have shown some of the reasons for drop out from sport officiating which can be mitigated in any retention strategy. These include:

- Low motivation
- Obligations to their career or other job
- Low pay
- Fear of liability
- Lack of opportunity to excel/advance
- Stress, and burn out
- Health problems
- Age
- ✓ Poor sportsmanship/misconduct (players, spectators, coaches, etc.) and abuse
- ✓ Too much time away from family, friends, school, etc.
- Pressure to perform with a high level of efficiency from the start
- Poor support mechanisms in place to nurture and educate officials
- Lack of opportunities for education / continuing development.

Finally, the ONSIDE research phases explored further measures which can be taken to attempt to improve retention rates, and these could be implemented by sport clubs, leagues or federations. It includes the following measures:

- Seek to maintain motivation
- Praise sport officials
- Develop team spirit
- Be grateful to sport officials
- Respect sport officials
- Provide mentoring opportunities for sport officials
- Consider an awards programme for sport officials
- Maintain a positive culture of sport officiating
- Provide training to sport officials to cope with stress and conflict
- Encourage social events and opportunities to create new friends and feel part of a team of sport officials
- Promote the new skills officiating develops; communication, diplomacy, confidence, tolerance, deal with conflict, problem solving, decision making, leadership and maturity
- Focus on the reduction of abuse towards sport officials from players, coaches and spectators
- Display letters, memos, and posters prominently explaining the behavior expectations towards sport officials
- Conduct a follow up survey to establish why sport officials decide to retire
- Make sport officials feel valued
- Use modern education methods in development activities in sport officiating.



CONCLUSION

Roles and positions in sport officiating across sports are very different depending on the specific rules, laws and context of each sport. The ONSIDE project is demonstrating, through this Occupational Descriptor and other outputs, that despite the differences in the role across sports there is a large amount that is common and applies to all sports.

Some of the common elements of sport officiating are related to the skills, knowledge and competences of the role, these are known as generic skills and are explored further in the Functional Map and Occupational Standards for the ONSIDE project.

Common attributes of sport officials can be identified across all sports and there are also common realities and challenges across sports in the recruitment and retention of sport officials. All of these common elements have been discussed within this Occupational Descriptor.

The Occupational Map and Occupational Descriptor developed for Steps 2 and 3 of the 7 Step Model used in the ONSIDE project set the scene and provide background information from structured research activities in order to inform the next steps of the model.

This Occupational Descriptor was instrumental in the production of the Functional Map and Occupational Standards developed in Steps 4 and 5 and the Handbook of Training Modules in Step 6, ensuring that all of these products address the reality of sport officiating in Europe and the vital role of sport officials.



ONSIDE PARTNERSHIP



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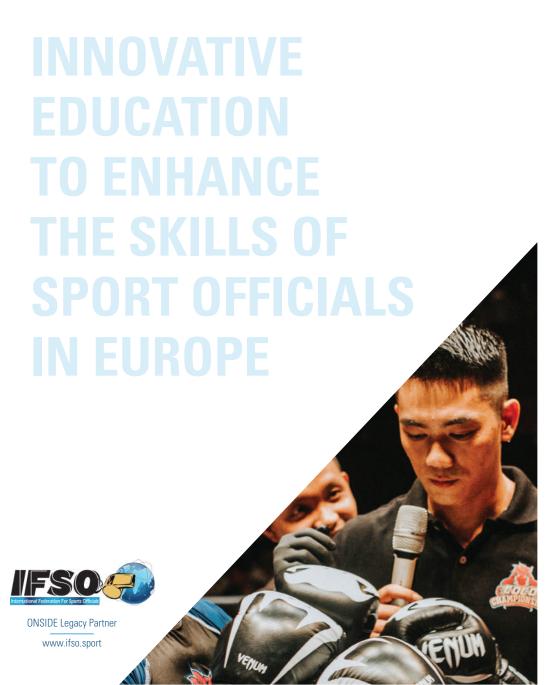
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