



## **Officials Recruitment Kit**



**Program for Officials Recruitment Event for Leagues,  
Conferences, Individual Member Schools and  
Association Leadership**

**2016-17 Edition**

Dear Colleague:

The MHSAA thanks you for your service to school sports.

Your efforts to recruit new registered game officials are critically important. The average age of an MHSAA registered official is just over 52 years old, and the time is NOW to bring the next wave of young people into this worthy avocation. We thank you in advance for your assistance in this area.

This kit has all the materials necessary to conduct a recruiting program that can be used by a league, conference or individual school. The materials provided can be used for a 1-2 hour session that can be tailored to fit your time schedule and constraints. The power point presentation provides an excellent summary of the basics of MHSAA registration, and the video and additional resources posted at [MHSAA.com](http://MHSAA.com) provide great supplemental materials to make your recruiting program effective.

If we can be of any assistance or support to your recruiting session, please do not hesitate to contact us. Again, we thank you for your efforts in this area!

MHSAA Officials Department Staff

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## **Planning an Officials Recruitment Event**

### Sample 2-Hour Session

10 Minutes	Welcome & Introductions
15 Minutes	Multi-Media “Starter” Videos Be the Referee Promo
45 Minutes	Power Point Presentation- MHSAA Officials Recruitment Program
30 Minutes	Speaker Presentation- View from the Field <ol style="list-style-type: none"><li>1) Contact MHSAA Office for Speaker’s Bureau List</li><li>2) This staff member or local official will provide a real-life perspective on interscholastic officiating.</li></ol>
20 Minutes	Overview of the Registration Process & Next Steps Questions & Answers

### **Available Multi-Media Resources at MHSAA.com**

Go to <http://www.mhsaa.com/officials/officials-recruitment>

1. Be the Referee Promo Videos
2. NASO “Become An Official” Video

Additional content will be added to this page as we continue advancements in the Officials Recruitment Programs.

Contact MHSAA staff to secure and schedule your speaker which will include a MHSAA staff member or local officiating leader. MHSAA staff will work with you to identify the very best match and fit for your recruitment event in your area.

## **Facts about MHSAA Officiating**

The challenge of officiating can provide many great personal rewards. As an official, you must make instantaneous decisions, resolve conflict and deal with stress and pressure. You are in a position to be a positive role model around children and young adults.

Sports officials must be able to bring control to chaos, be fair in all situations, promote safety and encourage good sportsmanship. A sports official must have the positive characteristics of a police officer, lawyer, judge, accountant, reporter, athlete and diplomat. The expectations are high but the benefits of being part of this officiating team are great.

Here are some facts about MHSAA registered officials and the officials program.

- The MHSAA has between 10,000-11,000 officials that annually register with the association.
- The MHSAA registers officials in 15 different sports. These sports include baseball, basketball (boys and girls), girls competitive cheer, cross country, football, gymnastics, ice hockey, boys lacrosse, girls lacrosse, soccer (boys and girls), swimming & diving (boys and girls), girls softball, track & field, girls volleyball and wrestling.
- MHSAA registered officials come from all walks of life. The family of registered officials includes doctors, lawyers, teachers, law enforcement officers, college students, business owners and all other occupations in between.
- The MHSAA has an awards and recognition program for officials in their 20<sup>th</sup>, 30<sup>th</sup>, 40<sup>th</sup>, 45<sup>th</sup> and 50<sup>th</sup> years of registration.
- MHSAA registered officials are independent contractors. Officials are responsible for their own uniforms, equipment, schedule, training, income reporting and travel.
- When working MHSAA contests, an MHSAA registered official is covered by the association's liability policy with a \$1,000,000 limit.
- The typical game fee for an official is \$50-65 depending on the level of play (junior high to varsity) for a single, dual game or contest. In sports where tournaments or invitational are played or held on Saturday, those fees go up considerably.

## **How to Register as a MHSAA Official**

1. Go to [MHSAA.com/officials](https://mhsaa.com/officials)
2. On the top officials page, click “**REGISTER NOW**”.
3. If you have previously been a registered official, use your login and password to renew (process will take less than 5 minutes to renew).
4. If you have never been a registered official, click “NO” to the question that you have been registered before and the system will create a login and password. This process will also take less than 5 minutes, but a new official will have to complete the online *MHSAA Officials Guidebook* test once the basic information has been submitted. A new official must complete the *Guidebook* test, as well as a mechanics exam if registering as a new football or basketball official.

## **How to Contact the MHSAA**

Website: [MHSAA.com](https://mhsaa.com)

Twitter: <https://twitter.com/mhsaa>

Facebook: <https://www.facebook.com/MHSAASports/>

YouTube: <https://www.youtube.com/user/MHSAASPORTS>

MHSAA TV: <http://www.nfhsnetwork.com/associations/mhsaa-mi>

Officials Guidebook Link:

<http://www.mhsaa.com/Portals/0/Documents/Officials/offguide.pdf>

### **Code of Conduct for Sports Officials**

1. Officials shall bear a great responsibility for engendering public confidence in sports.
2. Officials shall be free of obligation to any interest other than the impartial and fair judging of sports competitions.
3. Officials shall hold and maintain the basic tenets of officiating which include history, integrity, neutrality, respect, sensitivity, professionalism, discretion and tactfulness.
4. Officials shall master both rules of the game and mechanics necessary to enforce the rules, and shall exercise authority in an impartial, firm and controlled manner.
5. Officials shall uphold the honor and dignity of the profession in all interactions with student-athletes, coaches, school administrators, colleagues and the public.
6. Officials shall display and execute superior communication skills, both verbal and non-verbal.
7. Officials shall recognize that anything which may lead to a conflict of interest, either real or apparent, must be avoided. Gifts, favors, special treatment, privileges, employment or a personal relationship with a school or team which can compromise the perceived impartiality of officiating must be avoided.
8. Officials shall prepare themselves both physically and mentally, shall dress neatly and appropriately, and shall comport themselves in a manner consistent with the high standards of the profession.
9. Officials shall not be party to actions designed to unfairly limit or restrain access to officiating, officiating assignments or to association membership. This includes selection for positions of leadership based upon economic factors, race, creed, color, age, sex, physical handicap, country or national origin.
10. Officials shall be punctual and professional in the fulfillment of all contractual obligations.
11. Officials shall work with each other and their governing bodies in a constructive and cooperative manner.
12. Officials shall resist every temptation and outside pressure to use one's position as an official to benefit oneself.
13. Officials shall never participate in any form of illegal gambling on sports contest, may never gamble on any sporting event in which they have either a direct or indirect involvement and may never gamble on events involving high school athletics.
14. Officials shall not make false or misleading statements regarding their qualifications, rating, credentials, experience, training or competence.
15. Officials shall accept responsibility for all actions taken.