MA Level 4 Steward/Referee and Clerk of Course Seminar - Sydney

Course Outline

Course: All discipline Steward/Referee and Clerk of Course Level 4 accreditation seminar

Location: **Sydney**

Venue: **Skyhawk Room – Rydges Sydney Airport**
8 Arrivals Court
Sydney International Airport, New South Wales

Duration: **22nd and 23rd of July 2023**

Presenter(s): Peter Smith and TBA

Prerequisites: Minimum current Level 3 CofC, Steward/Referee MA Officials accreditation

Endorsement: The SCB will be requested to approve and endorse applicants to attend course based on current accreditation, relevant qualifications and official's proven experience.

Description: The Level 4 Officials course is specifically designed to suitably qualify MA Licenced officials with Steward/Referee and Clerk of Course accreditation who intend on applying to officiate at a national championship level.

Topics:

1. Seminar outline and introduction
2. Primary Officials and their roles
3. Using current MoMS, Bulletins and online Anti-Doping and Drug and Alcohol Policies.
4. Track Standards and the legal aspects of motorcycle sport
5. Risk Management, Track inspections, TRA's, Medical Plans
6. People Skills, Conflict Resolution and MA Non-NIF Integrity and Dispute Resolution Policies
7. Investigations, Protest Hearings and the Protection of Natural justice.
8. Penalties, Sanctions and Determinations.
9. Review of MA Policies and how they affect the CofC, Steward/Referee role
10. Workshops utilising "real world" scenarios

Learning outcomes: At the end of this course and as outlined in the Manual of Motorcycle Sport, participants will have the skills to undertake and fulfil all responsibilities and requirements of an Official, officiating as a Level 4 Steward/Referee and/or Clerk of Course for the discipline/s for which each individual is endorsed.

Evaluation: Participants will be assessed by subjective, practical and written assessments throughout the seminar including;

- Submission of a Pre-seminar gap assessment – which must be completed and submitted prior to the seminar.
- Subjective assessment (by presenters) of participation and practical competency throughout the seminar, including; attendance, participation in activities, contribution to discussions, workshops and scenarios
- 5 Case Studies - completed and submitted during course – 90% pass mark
- 2 Written Determinations completed and submitted during course

- 40 Question multiple choice assessment - completed and submitted during course – 95% pass mark

Participants will be informed of their results in writing from Motorcycling Australia after the completion of the course.

SCHEDULE FOR LEVEL 4 STEWARD/REFEREE AND CLERK OF COURSE SEMINAR DAY ONE

Time	Session
8.30 am	**Registration and coffee**
9.00 am	**Introduction:** Seminar Outline, Ice Breaker and review of pre-seminar Gap Assessment **Session 1:** Roles and responsibilities of Steward, Referee and Clerk of Course, MA Officials Code of Behaviour and writing reports. ***Assessment #1:*** *Contribution to discussions, workshops and scenarios Completion and written submission of Scenario Case Study – 90% pass mark* **Session 2:** Using current MoMS, Bulletins and online Anti-Doping and Drug and Alcohol Policies, ***Assessment #2:*** *Contribution to discussions, workshops and scenarios Completion and written submission of Scenario Case Study – 90% pass mark*
10.30 am	**Morning Tea**
10:45 am	**Session 3:** Risk Management, Track inspections, TRA's, Medical Plans ***Assessment #3:*** *Contribution to discussions, workshops and scenarios Completion and written submission of Scenario Case Study – 90% pass mark*
12.30 pm	**Lunch**
1:15 pm	**Session 4:** People Skills, Conflict Resolution and MA Non-NIF Integrity and Dispute Resolution Policies ***Assessment #4:*** *Contribution to discussions, workshops and scenarios Completion and written submission of Scenario Case Study – 90% pass mark* **Session 5:** Investigations, Protest Hearings and the Protection of Natural justice. ***Assessment #5:*** *Participants are assessed on their ability to provide accurate role playing, prove their understanding of topics and to offer effective contribution to discussion.*
3:00 pm	**Afternoon Tea**

3:15 pm	**Session 6:** Penalties, Sanctions and Determinations. ***Assessment #6:*** *Contribution to discussions, workshops and scenarios Completion of CofC Determination (penalty) and Steward Determination (protest), written submission – 90% pass mark*
5:30-6.00 pm	Finish Day 1

DAY TWO

8.15 am	**Registration and coffee**
8.30 am	**Session 7:** Track Standards ***Assessment #7:*** *Contribution to discussions, workshops and scenarios Completion and written submission of Scenario Case Study – 90% pass mark* **Session 8:** Review of MA Policies and how they affect the CofC, Steward/Referee role ***Assessment #8:*** *Participants are assessed on their ability to provide contribution to discussion.* **Session 9:** Review all Topics in relation to Multiple Choice Assessment exam
10:30 am	**Morning Tea**
10:45 am	**Session 10:** Conduct Multiple Choice Assessment exam ***Assessment #10:*** *Completion of answer sheet for Multiple Choice exam – 95% pass mark*
12:30 pm	**Lunch**
1:15 pm	**Session 11:** Review trends in Multiple Choice Assessment **Session 12:** Re-assess Gap Assessment and Wrap-up
3:00 pm	**Afternoon Tea**
3:15 pm	**Session 13:** Evaluation and closing
4:00 pm	**Finish Day 2**

Course Inclusions:

- Morning tea, lunch and afternoon tea.
- Venue, Presenters and course materials

We look forward to seeing you at the seminar and encourage you to be on time and willing to participate fully in order to gain the maximum benefit from the seminar.