

# REFEREE DEVELOPMENT



## 2017 SCHEDULE

**REFEREES**

**ASSISTANT REFEREES**

**ASSESSORS**

**REFEREE INSTRUCTORS**

**FUTSAL REFEREES**

**FUTSAL ASSESSORS**

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LEVEL	LEVEL	PRE-REQUISITES	INSTRUCTOR	EVALUATION	NZF CHARGE
	Community Referees Girls & Women Course		Those deemed suitable by the Federation	LotG Test 25Q Pass 72%	\$10.00 + GST
LEVEL 1	Referee	At least 14 y/o	Level 1 Instructor	LotG test 25Q ) Pass=70% Incidents Analysis 20Q )	\$30.00 + GST
	Assistant Referee	At least 14 y/o	Level 1 Instructor	LotG Test 25Q – Pass=72%	\$30.00 + GST
	Futsal Referee		Those deemed suitable by the Federation	LotG test 25Q ) Pass=70% Incidents Analysis 20Q )	\$30.00 + GST
LEVEL 2	Referee	Level 1 Referee		Competency match assessment	Nil
	Assistant Referee	Level 1 Assistant Referee	Level 1 Assessor	Competency match assessment	Nil
	Futsal Referee	6 Months and 25 games as L1 Futsal Referee	Level 1 Assessor	Competency match assessment	Nil
LEVEL 3	Referee	Level 2 Referee Level 1 Assistant Referee 15 senior games as L2 Referee	Level 1 Instructor Level 1 Assessor	Oral Test 33Q Pass =88% Field assessment – Satisfactory level	\$30.00 + GST
	Assistant Referee	Level 2 Assistant Referee	Level 1 Instructor Level 1 Assessor	Field assessment as AR1	\$30.00 + GST
	Futsal Referee	At least 25 games as a Level 2 Futsal Referee	Those deemed suitable by the Federation	LotG Test ) Pass=75% Incidents Analysis )	\$30.00 + GST
LEVEL 4	Referee	Level 3 Referee Level 3 Assistant Referee 10 senior games as AR 15 senior Games as L3 Referee	Fitness test by those deemed suitable by the Federation Level 2 Assessor (lead) + L1 Assessor	Fitness Test - FIFA Category 3 2 x Competency Match Assessments	Nil
	Assistant Referee	Level 3 Assistant Referee	As for L4 Referee	Fitness Test – FIFA Category 3 AR 2 x Competency Match Assessments	Nil
	Futsal Referee	15 games as a Level 3 Futsal Referee		Fitness Test FIFA Futsal Category 1 1 x Competency Match assessment	Nil
LEVEL 5	Referee	Level 4 Referee Nominated by Federation	Level 3 Instructor Specialist Instructors	LotG Advanced Test 80% Incidents Analysis 70% FIFA Fitness Test – Category 1	User pays
	Assistant Referee	Level 4 Assistant Referee Nominated by Federation	L2 Instructor	Offside Analysis & Offences 40Q ) 80% Incidents Analysis 40Q ) 70% LotG Advanced Test 20Q ) 80% FIFA Fitness Test – Category 1	User pays

## 1. PROGRAMME DEVELOPMENT

New Zealand Football (NZF) is the national controlling body of football recognized as such by FIFA (Federation Internationale de Football Association), OFC (Oceania Football Confederation) and Sport NZ (Sport New Zealand). The New Zealand Football Referees Committee (NZFRC), in line with recommendations from Sport NZ, and OFC introduced a graduated training, development and accreditation process for all Referees. The NZFRC develops, implements and monitors this process.

Accreditation is an assessment and review process, which aims to ensure that those who deliver the programs have the right resources (people, equipment, facilities and systems) to do so effectively and comply with NZF system requirements.

An Instructor's accreditation can be removed by NZF. However, NZF prefers to work with Federations and individuals to bring them up to the level of competency required. It is important that course assessments can be moderated to ensure that transparency, fairness, validity, consistency and authenticity are followed.

NZF owns the Referee Development Schedule, including its teaching materials and assessment exercises. This Schedule sets out regulations for the delivery of all components of the Schedule, including the way assessment is to be carried. It determines who has the authority to deliver each type of course in the Schedule and maintains the only valid register of who is recognized as having accreditation of different types and levels.

It is important that Referee training and accreditation programs are well structured, recognise learning principles, maintain high standards and reflect current trends in the game. Instructors who are passionate, positive, and credible, thoroughly prepared and recognise different learning styles have a crucial role to play.

### NEW ZEALAND FOOTBALL REFEREE DEVELOPMENT SCHEDULE

All Referees need a formal, broad, comprehensive, systematic professional development process, similar to one they would undertake in their full-time careers. This Schedule is the foundation document. It describes the career pathways and professional development of all Referees and their supporting colleagues. All officials must have access to up-to-date information including FIFA coaching, NZF policies and memoranda, educational and referee development programs and support.

These processes and pathways must be completely transparent. Where a candidate fails a test on the Laws of the Game they are entitled, on application, to have the test marked again by someone else.

Referees are a part of the football family. Their competence will either help or hinder the development of the game in New Zealand. It is the responsibility of the NZFRC and NZF to ensure that the "consumers" (the players) and the game have referees who are fair, fit, focused and competent.

### FOOTBALL ONLINE

New Zealand is characterized by many small, geographically isolated settlements. This poses problems in ensuring all have the same opportunities to develop along the referee pathway. As such, NZF has put some of the initial courses online so that potential referees can take the bulk of a course at time and place of their choosing. This also frees up instructors to work more closely with the current referee cohort.

Online courses available as from 2016 are:

- Community Referee Course
- Level 1 & 3 Referees Courses
- Level 1 & 3 Futsal Referee Courses
- Level 1 & 3 Assistant Referee Courses

## 2. REFEREE DEVELOPMENT PROGRAMMES

### REFEREE STATUS AND TRAINING

All referees at various stages in their development and, no matter where they live in New Zealand, must undertake a formal development, accreditation and reaccreditation process. This five stage formal development program contains modules and competencies that support the professional development of referees. These modules provide referees with the necessary attitudes, skills and knowledge to referee at an appropriate level and before they are assessed in their performance on the field at higher levels of the game.

NZF has identified that referees must be competent in the following areas – technical, management, physical, psychological, tactical and social (including lifestyle).

NZF encourages all Federations and referee centres to do as much as they can to support their colleagues. Mentors, buddies, coaches, assessors, instructors and accelerated progress through the Referee Development Academy (RDA) process, where appropriate, should assist the development and retention of referees. Players with experience at higher levels of the game or talented referees may need much reduced time at various levels to succeed (i.e. fast tracking).

Minimum periods at each level are a part of the process as all referees must develop a bank of experience to be able to operate successfully on higher levels of the game. This varies according to the maturity, playing background and relevant work experience of each individual.

### FUTSAL REFEREE STATUS AND TRAINING

In 2009 the NZF Board resolved to include Futsal in the official family of football. At their November 2012 and March June 2015 meetings the NZFRC resolved to align the Futsal referee development and accreditation program with the referee and assistant referee programs.

The objectives are:

- To develop competent, qualified Futsal referees
- To understand the Laws of Futsal
- To apply the Laws of Futsal in a competitive Futsal match
- To provide a pathway to international competition

### 3. ADMINISTRATION

#### RECORDS

Relevant personal details of all accredited referees are recorded on the NZF GoalNet database. The name, address, home phone, mobile and email contacts, accreditation level, basic course information and the exam mark are kept when provided. This data is not used for any other purpose.

#### CERTIFICATION

On submission of the appropriate data and payment of any specified fees, graduates of the training programs will receive the relevant accreditation. In the case of accreditation-based courses, certification is valid for up to three years unless cancelled earlier. NZF reserves the right to refuse to accredit or reaccredit applicants.

#### RETURNING TO DUTY

Qualified referees, assessors and instructors who return to active officiating after a break of two or more years are required to satisfy the NZFRC that their knowledge, interpretation and application of both the Laws of the Game and NZF policies meet the requirements for their classification.

#### RECOGNITION OF PRIOR QUALIFICATIONS

Applicants who possess qualifications and experiences achieved in the wider community or outside New Zealand may apply to have them assessed by the NZFRC. These may be recognized if it is considered that they cover the required skills. The NZF Referee Development Officer (RDO) should be consulted about assessment procedures.

#### DISTANCE LEARNING

Potential applicants for referee training programs are encouraged to approach the relevant Federation for details of arrangements that may be made to provide access to NZF programs by home study and distance education. NZF gives support in principle to such arrangements.

#### COPRIGHT WARNING

All NZ Football Referee Development Programs and Courses are copyright, but permission is given to New Zealand Football (NZF) personnel and their branches to duplicate copies for the use of NZF training and coaching programs only. These programs are not to be resold or hired to outside parties.

## 4. REFEREE DEVELOPMENT SCHEDULE AND ACCREDITATION PROGRAMMES

### INTRODUCTION

The NZFRC recognizes five levels of referee classification. Participation in national competitions and FIFA nominations has been delegated by the NZFRC to the NZF Appointments Panel (AP) and are determined annually following performance assessments.

Female and male officials use identical classifications. It is possible for a woman to reach Level 5 classification without refereeing any men's games. Such a person may only be appointed to women's fixtures.

Affiliated referee groups may decide to appoint referees to higher level matches than the referee classifications suggest in this Schedule because the referee is particularly talented and able to control such games effectively. A shortage of referees may necessitate lower classified referees being appointed to levels above those specified. However, it is vital that referees, players and games are not placed at risk.

It is strongly recommended that teenage referees should control games where players are at least two years younger unless the referee is clearly capable of handling such games as measured by local assessors.

### PROGRAMME DEVELOPMENT SUMMARY

All referees must join a referee group recognized by NZF if they wish to be recognized for appointment to officially sanctioned matches. The Federation's referee instructors should supervise the presentation and completion of the modules in each program. The NZFRC has set qualification requirements for the delivery of courses.

There are 5 levels of NZF referee classification. At present the following classifications are recognized:

- **Community Based Referee Course (CBR) / Girl's and Women's Course (G&W)** – a short introduction to the Laws of the Game for those interested in the game and who wish to learn a little more.
- **Level 1 Referee** – an induction course for those who wish to be available for appointment to any game. The course is essentially a 'Refereeing 101' covering the basic requirements to referee a game.
- **Level 2 Referee** – a field based assessment. Candidates must demonstrate competency in eight areas particularly relevant to fair play and the safety of players.
- **Level 3 Referee** – a more advanced accreditation course for those who wish to continue their development and referee at higher levels of the game. It includes a practical assessment on at least a Premier Reserve game
- **Level 4 Referee** – a more extensive field based assessment on two games at the highest Federation level.
- **Level 5 Referee** – a course that qualifies candidates to referee at the highest domestic leagues and makes them eligible for nomination to international games.

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## GIRLS AND WOMEN'S COURSE

### COST

Currently free under



### OBJECTIVES

- To communicate the basic Laws of the Game to women interested in the game.

### CONTENT

The course is supported by 27 PowerPoint slides and 31 DVD clips mainly from women's games.

### INSTRUCTOR

The course can be taken by such persons as deemed suitable by the Federation Referee Committee.

### EVALUATION

A test on the basic Laws of the Game requires a 72% pass for the 25 questions.

### TIMING

The course is usually held over three-four hours. Instructors may add extra activities depending on timing.

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## INTRODUCTORY REFEREES COURSE – COMMUNITY REFEREE COURSE (CR)

### OBJECTIVES

- To communicate the Laws of the Game to coaches, players and other interested parties
- To develop a base of Community Referees who may join a local referees centre (recruitment)
- To assist the retention of referees by increasing knowledge of the Laws among club personnel
- To provide some training for those who may be called upon to referee games

### CONTENT

The course is supported by 26 PowerPoint slides and 23 DVD clips illustrating aspects of the basic Laws of the Game. There is an online version, which requires the test to be taken at a central venue.

### INSTRUCTOR

The course can be taken by the RDO or those deemed suitable by the Federation Referee Committee.

### EVALUATION

There will be a simple multi-choice test on the Laws of the Game at the conclusion of the course (25 questions). Participants need at least 72% to pass the test and be accredited as Community Based Referees (CBR).

### TIMING

The course lasts between two to three hours. Instructors may add extra activities depending on timing.



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## LEVEL 1 COURSE FOR REFEREES

### THEME

#### Development of appropriate attitudes and basic referee skills

### PRE-REQUISITES

- Applicants should be at least 14 years of age.
- Intention to enrol with an affiliated referee group

### OBJECTIVES

- To provide referee candidates with knowledge of the basic Laws of the Game
- To show and practice the standard signals
- To run the basic movement patterns and identify the standard set play positions
- To analyse challenges
- To assist the preparation for a competitive football match
- To commence the development of player and situation management skills and practice these

### CONTENT

The Level 1 Course comprises 11 modules and covers:

- Laws 11 & 12
- Match preparation
- Basic positioning, movement and signals for match officials
- Player management and communication
- Identification of fair/foul challenges

There are *85 PowerPoint slides and 2 DVDs* to support the program along with a further *44 clips* illustrating elements of the modules. The basic Laws of the Game are covered in the Preparation Module completed by candidates before the course starts.

### INSTRUCTOR

The course can be taken by an accredited Level 1 Referee Instructor.

### EVALUATION

There will be a multi-choice test on the Laws of the Game at the conclusion of the course (40 questions) and an incidents analysis. Participants will need 70% to gain accreditation.

### TIMING

The course is split into 11 x 1 hour sessions.

The Online version has nine (9) modules, while a further two (2) practical sessions and the final test are conducted at a central venue.

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## LEVEL 2 REFEREE ACCREDITATION

### THEME

#### Demonstration of basic refereeing skills in a competitive match

### PRE-REQUISITES

- Accredited Level 1 Referee
- Affiliated and financial with an organized, affiliated (to NZF) referee group

### OBJECTIVES

- To show basic refereeing technical skills – whistle, mechanics, movements etc.
- To demonstrate simple management techniques
- To show control of the game
- To achieve competence in refereeing a competitive football match

### INSTRUCTOR

The competency assessment can be taken by an accredited Level 1 Assessor or higher.

### EVALUATION

- Candidates must show competence in the eight basic competencies highlighted on the next page to pass
- If the game is not of sufficient quality then the assessor must tick not applicable
- If the competency does not appear in the game then the assessor must tick not applicable
- If the candidate only recognizes some reckless or excessive force challenges then the assessor shall enter not yet competent

### TIMING

This competency assessment may require several games.

**NEW ZEALAND FOOTBALL LEVEL 2 COMPETENCY ASSESSMENT**

N.B.1 Candidates must be competent in the shaded criteria

N.B. 2 Candidates must deal correctly with reckless and excessive force challenges if they occur #

	Competent	Not Yet Competent	Not Applicable
<b>PERSONALITY</b>			
The referee was firm but fair when dealing with players			
The referee was approachable			
<b>The referee was respectful to players</b>			
<b>The referee remained calm</b>			
The referee was decisive when making decisions			
<b>FITNESS</b>			
The referee showed speed			
<b>The referee's stamina was adequate for the game</b>			
The referee displayed a willingness to be involved in the game			
<b>POSITIONING</b>			
<b>The referee was able to face play</b>			
The referee moved to get a side-on view of challenges			
The referee used dead ball time to move to a new best position			
<b>THE LAWS OF THE GAME</b>			
The referee recognized fair, physical challenges			
<b>The referee recognized careless challenges</b>			
<b>The referee recognized reckless challenges#</b>			
<b>The referee recognized excessive force challenges#</b>			
The referee recognized offside position			
The referee recognized offside offences			
<b>THE FLOW OF THE GAME</b>			
The referee restarted play promptly after stoppages			
<b>The referee applied advantage with voice and arm signals</b>			
The referee ignored trifling offences			
<b>CONTROL OF THE GAME</b>			
<b>The referee checked the field and players' equipment before kick off</b>			
The referee spoke quietly to players on the run as appropriate			
The referee managed injury situations appropriately			
<b>DUTIES</b>			
The referee was at the ground 1 hour before kick off			
<b>The referee used the whistle so it could be heard by players</b>			
The referee signalled clearly and correctly			

**COACHING POINTS:**

\_\_\_\_\_ is/is not yet competent (delete one) to be accredited as a Level 2 referee.

Signature of L. 1 Assessor: \_\_\_\_\_ Name: \_\_\_\_\_

**LEVEL 3 COURSE FOR REFEREES****THEME**

**Skill consolidation and development of more advanced refereeing.**

**PRE-REQUISITES**

- Affiliated and financial with an organized, affiliated (to NZF) referee group.
- Applicants must have NZF Level 2 Referee accreditation
- Applicants must have refereed more than 15 senior games (over 17 and under 35 grades) and for at least 1 season at an appropriate level after gaining Level 2 Referee Certification
- Self-assessment of 3 recent games
- Level 1 Assistant Referee

**OBJECTIVES**

- To further develop candidates knowledge of the Laws of the Game
- To improve physical and communication skills of the candidates
- To assess dangers and risk
- To provide up-to-date information on those aspects that aid performance

**CONTENT**

The course covers Laws of the Game (Laws 11 & 12) and refereeing techniques such as communication, human relations, fitness, positioning and movement, risk management, dealing with anger and anxiety and the role of a referee. There are *50 PowerPoint slides* and *38 DVD clips*, an Assistant Referee test and the current UEFA Referee Development Program to reinforce essential points.

**INSTRUCTOR**

The course can be taken by an accredited Level 1 Referee Instructor.

**EVALUATION**

After completing the course modules then:

- An oral test of 33 questions. The candidate must correctly answer 29 questions.
- A practical assessment as sole control, with a minimum satisfactory performance on Premier Reserve League to be assessed by at least a Level 1 Assessor

## TIMING

The course has five, approximately two hour modules so it can be conducted over a month, a season, a weekend or largely in one, very concentrated day.

## LEVEL 4 REFEREE ACCREDITATION

### PRE-REQUISITES

- Level 3 Referee accreditation
- Level 3 Assistant Referee accreditation
- 10 Senior games as an assistant referee OR two satisfactory assessments as an assistant referee on a senior level game
- Affiliated and financial with an organized, affiliated (to NZF) referee group and at least 18 years of age. Referee centres may apply to the NZFRC for dispensation in exceptional circumstances.
- Refereed at least 15 games at a senior level as a L3 referee
- All candidates must be of a sufficiently high standard of competency, as to be expected to gain a pass.

### OBJECTIVES

- To demonstrate a suitable level of fitness
- To demonstrate practical match control in two competitive senior games with three-point control
- To show management and communication skills

### CONTENT

#### FITNESS TEST

The Fitness test shall be the FIFA Fitness test – Category 3

TEST 1	Speed Test
	6 X 40 metre sprints with a dynamic start < 1.5m. from the starting gate.
	A maximum 1:30 minute recovery between each sprint.
	If the candidate fails one sprint they shall be allowed a seventh sprint.
	If the candidate fails two sprints the test shall stop and they shall be informed that they have failed.
	Males <6.2 seconds
	Females <6.6 seconds
TEST 2	Intermittent High Intensity Test
	40 X 75 metre runs with 19 X 25 metre recovery walks
	Males 75m. in less than 15 seconds, 22 seconds recovery
	Females 75m. in less than 17 seconds, 425seconds recovery

The fitness test can be taken by any person deemed competent by the Federation Referees Committee.

#### TEST 3 FIELD PERFORMANCE ASSESSMENTS

#### Level of Field Competency Assessments (2)

The field competency test is to be taken on senior games played under the FIFA Laws of the Game with two by 45 minute halves and official assistant referees on at least the highest Federation level.

The candidate's performance shall be at least satisfactory on both games.

Each test shall be conducted with the referee and assistant referees working on the current FIFA system of control.

The NZFRC shall allow field competency tests to be taken on national competitions on application to the NZF Appointments Panel (AP).

### **Examiners**

All field performance assessments will be conducted by a panel of two (2) assessors. The lead assessor (Level 2 Assessor) shall not be involved in both games. The other assessor shall have at least Level 1 Assessor accreditation.

### **Failure to show competency**

Should a candidate fail to gain a pass, they shall be eligible to undertake a further field competency test fourteen (14) or more days later.

### **Power to declare a field competency test invalid**

If, for any reason, connected with the state of the ground, the standard of play or the ability of the assistant referees, but not the performance of the candidate, the examination panel may declare the field performance test null and void. In these cases, the candidate may be re-tested at any time, as though the original test had never been taken.

### **Exemption from field competency test**

Referees from overseas, who are classified as Class 1 by their National Association and who are currently actively engaged in refereeing shall, on production of their current registration card, and on the recommendation of the appropriate Federation, be granted NZF Level 4 Referee Accreditation.

Referees from overseas, who are classified as Class 2 by their National Association and who are currently actively engaged in refereeing shall, on production of their current registration card, and on the recommendation of the appropriate Federation, be required to pass one competency field test before being awarded NZF Level 4 Referee Accreditation.

### **TIMING**

The field tests must be completed within three years of gaining Level 3 accreditation.

### **RESOURCES**

- A marked athletic track
- Competitive football games on at least the highest Federation level with two assistant referees

### NEW ZEALAND FOOTBALL LEVEL 4 COMPETENCY ASSESSMENT

<b>SPEED TEST</b>	<b>Sprint 1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>Men &lt;6.2</b>
								<b>Women &lt; 6.6</b>

#### Intermittent High Intensity Test (Men 15/22s; Women 17/24s)

<b>1</b>	<b>23</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>

Game: \_\_\_\_\_ v \_\_\_\_\_ Date: \_\_\_\_\_

Referee: \_\_\_\_\_ Venue: \_\_\_\_\_ League: \_\_\_\_\_

**N.B.1** Candidates must be competent in the shaded criteria

**N.B. 2** Candidates must deal correctly with reckless and excessive force challenges if they occur #

	<b>Competent</b>	<b>Needs Improvement</b>	<b>Not Yet Competent</b>	<b>Not Applicable</b>
<b>PRE-MATCH</b>				
The referee's pre-match instructions covered important points				
The RESPECT program was used				
<b>PERSONALITY</b>				
The referee was firm but fair when dealing with players				
The referee was approachable				
The referee appeared to be calm and confident				
The referee was decisive when making decisions				
<b>FITNESS</b>				
The referee showed speed				
The referee's stamina was adequate for the game				
The referee possessed acceptable acceleration				
The referee reacted quickly to changes in play				
<b>POSITIONING</b>				
The referee used a wide, flexible diagonal				
The referee was close to play				
The referee usually kept play between himself and his assistants				
The referee was usually side-on to challenges				
The referee used dead ball time to move to a new best position				
<b>THE LAWS OF THE GAME</b>				
The referee applied the Laws of the Game consistently				
The referee applied the Laws of the Game correctly				
The referee ignored trifling offences				
The referee allowed fair, physical contact				
The referee recognized careless challenges				
The referee recognized reckless challenges#				
The referee recognized excessive force challenges#				

The referee dealt with players who showed dissent				
<b>THE FLOW OF THE GAME</b>				
The referee restarted play promptly after stoppages				
The referee applied and signaled advantage				
<b>CONTROL OF THE GAME</b>				
The referee checked the field and players' equipment before kick off				
<b>The game was controlled – fair and safe for the players</b>				
The referee spoke quietly to players on the run as appropriate				
The referee publicly admonished players as appropriate				
<b>The referee cautioned players as appropriate</b>				
<b>The referee sent off players as appropriate</b>				
<b>DUTIES</b>				
The referee responded to signals from his assistants				
<b>The referee used the whistle to communicate the reason for the stoppage</b>				
The referee signalled clearly and correctly				

<b>COACHING POINTS:</b>

\_\_\_\_\_ is/is not yet competent (delete one) to be accredited as a Level 4 referee.

Signature of L. 2 Assessor: \_\_\_\_\_ Name: \_\_\_\_\_

Signature of L. 1 Assessor or L4 Referee: \_\_\_\_\_ Name: \_\_\_\_\_



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## LEVEL 5 COURSE FOR REFEREES

### THEME

The Level 5 Course aims to prepare candidates for refereeing in the top domestic leagues (National League, the next highest league and National Women's League) and for international competition. Specialist presentations are utilized.

### PRE-REQUISITES

- Affiliated and financial with an organized, affiliated (to NZF), referee group and at least 18 years of age.
- Applicants should be at least 18 years of age
- Applicants must have passed the Level 4 Course for Referees
- Nominations are made by Federations and approved by the NZFRC

### OBJECTIVES

- To prepare candidates to officiate in NZ's top domestic leagues
- To prepare candidates for international competition
- To provide specialist advice and guidance
- To introduce advanced refereeing techniques

### CONTENT

Level 5 is a national course designed to be taken over a weekend. There are **106 PowerPoint** slides and a number of **DVD** clips. It covers advanced refereeing techniques and specialist advice. Topics covered are 'Human Relations, 'Gamesmanship', 'Ethics', 'Nutrition', 'Football Systems and Tactics', 'Tactical Preparation' "Psychology' and 'Injury Prevention'.

### INSTRUCTOR

This is a national course to be taken by the NZF RDO or his nominee and utilizes specialist instructors.

### EVALUATION

After completing the course modules then:

- Gaining 80% in a written test on the Laws of the Game
- Gaining 70% in the DVD match incidents analysis
- Successful completion of the FIFA Fitness Test

### TIMING

The course is split into 12 x 1 hour sessions (approximately).

## 5. ASSISTANT REFEREE DEVELOPMENT SCHEDULE AND ACCREDITATION PROGRAMMES

### INTRODUCTION

NZF recognizes five levels of assistant referee classification. National competitions and FIFA nominations are determined annually by the NZF Appointments Panel (AP) following discussions.

Female and male officials use identical classifications.

Affiliated referee groups may decide to appoint assistant referees to higher level matches than the assistant referee classifications suggest in this Schedule because the assistant referee is particularly talented and able to assist in the control of such games effectively. A shortage of assistant referees may necessitate lower classified officials being appointed to levels above those specified. However, it is vital that referees, players and games are not placed at risk.

### PROGRAMME DEVELOPMENT SUMMARY

All assistant referees must join a referee group recognized by NZF if they wish to be recognized for appointment to officially sanctioned matches. The Federation's referee instructors and coaches should supervise the presentation and completion of the modules in each program.

The Assistant Referee training program is largely a participant-based program providing the specialist theory, coaching and training drills for assistant referees and has as its objectives:

- The development of specialist assistant referees
- The provision of a graduated development program for all assistant referees
- The standardization of national coaching
- To provide guidance to referee assessors, instructors and referees

There are 3 levels of NZF assistant referee classification. At present the following classifications are recognized:

- **Level 1 Assistant Referee** – an introduction to the specialized role of assistant referee and pre-requisite to the Level 3 Course for Referees.
- **Level 2 Assistant Referee** – a performance competency on a game that normally has three-point control
- **Level 3 Assistant Referee** – a more advanced course (formerly Level 2) that also has an assessment on a game
- **Level 4 Assistant Referee** – FIFA Category 3 Fitness Test and two assessments as AR1 on a league that normally uses three-point control
- **Level 5 Assistant Referee** – a course that qualifies candidates to referee at the highest domestic leagues and makes them eligible for nomination to international games.

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## THE ASSISTANT REFEREE – LEVEL 1 COURSE

### THEME

The development of basic skills and introduction to this specialist role.

### PRE-REQUISITES

- Affiliated and financial with an organized, affiliated (to NZF), referee group
- Applicants should be at least 14 years of age.

### OBJECTIVES

- To show and practice the standard signals
- To run the basic movement patterns and identify the standard set play positions
- To accurately interpret offside position and offences

### CONTENT

The Level 1 Course is formatted so that a theory session is followed by a practical session. There are *63 PowerPoint* slides and *26 DVD clips* covering the following topics in six sessions:

- AR Duties and Responsibilities
- Basic Signals and Flag Handling
- Movement Patterns and Positioning
- Preparation
- Incidents
- Offside Decision-Making

This course is a pre-requisite for the Level 3 Course for Referees.

### INSTRUCTOR

The course can be taken by an accredited Level 1 Referee Instructor.

### EVALUATION

Participants shall achieve at least 72% on a basic test on the Laws of the Game.

### TIMING

The course is designed to be taken over a short period of time e.g. 4-5 hours.

### ONLINE

The online version has the same seven modules, with the two practical sessions taken at a central venue.

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## ASSISTANT REFEREE – LEVEL 2 ACCREDITATION

### THEME

#### **Demonstration of basic assistant refereeing skills in a competitive match**

### PRE-REQUISITES

- Level 1 Assistant Referee accreditation
- Affiliated and financial with an organized, affiliated (to NZF) referee group

### OBJECTIVES

- To show basic assistant refereeing technical skills – flag signals, mechanics, movements etc.
- To demonstrate simple teamwork
- To perform Law 6 duties
- To achieve competence in a competitive football match

### INSTRUCTOR

The competency assessment can be taken by an accredited Level 1 Assessor or higher.

### EVALUATION

- Candidates must show competence in the eight basic competencies highlighted on the next page to pass
- If the game is not of sufficient quality then the assessor must tick not applicable
- If the competency does not appear in the game then the assessor must tick not applicable

### TIMING

This competency assessment may require several games.

**NEW ZEALAND FOOTBALL LEVEL 2 ASSISTANT REFEREE COMPETENCY ASSESSMENT**

<b>N.B.1</b> Candidates must be competent in the shaded criteria	<b>Competent</b>	<b>Developing Competence</b>	<b>Not Yet Competent</b>
<b>PRESENTATION</b>			
Attend to duties –nets, run to the referee			
Kept a written record of the game			
<b>COMMUNICATION</b>			
<b>Clear correct signals</b>			
<b>Correct flag handling technique</b>			
Made eye contact with the referee before signalling			
Stopped to signal			
<b>POSITIONING &amp; MOVEMENT</b>			
Faced the field of play and moved sideways			
Followed the ball all the way back to the goalkeeper			
<b>Correctly positioned at restarts</b>			
<b>In position to act as a goal judge</b>			
Chased shots			
<b>Maintained position on the offside line</b>			
<b>CONCENTRATION</b>			
Ignored spectator comments			
<b>Kept alert</b>			
Calm and composed			
Focused on correct position			
<b>DECISIONS</b>			
Judged ball out of play correctly			
<b>Only signaled players who committed an offside offence</b>			
Checked the placement of the ball at goal and corner kicks			

**COACHING POINTS:**


**POINTS DISCUSSED WITH ASSISTANT REFEREE**

POSITIVE POINTS	1.
	2.
	3.
AREAS FOR IMPROVEMENT	1.

	2.
	3.

\_\_\_\_\_ is/is not yet competent (delete one) to be accredited as a Level 2 Assistant Referee.

Signature of L. 1 Assessor: \_\_\_\_\_ Name: \_\_\_\_\_ Date: \_\_\_\_\_

## THE ASSISTANT REFEREE – LEVEL 3 COURSE

### THEME

**Further development of the attitudes, skills and knowledge required for this specialised role.**

### PRE-REQUISITES

- Affiliated and financial with an organized, affiliated (to NZF) referees group
- Level 2 Assistant Referee accreditation

### OBJECTIVES

- To more fully understand the role and duties of an assistant referee
- To solve problems
- To identify foul play
- To accurately interpret offside position and offences

### CONTENT

The Level 3 Course has four theory sessions and two practical sessions. There are *30 PowerPoint slides* and *23 DVD clips* covering the following topics:

- AR Analysis
- Offside
- Movement Patterns and Signals
- Communication
- Fouls and Misconduct
- Self Analysis

### INSTRUCTOR

The course can be taken by an accredited Level 1 Referee Instructor.

### EVALUATION

A practical assessment as Assistant Referee 1 on a league that normally has three point control to a satisfactory level, assessed by at least a L1 Assessor.

### TIMING

The course is designed to be taken over a day e.g. 5-6 hours.

### ONLINE

The online version has the same modules, with the two practical sessions taken at a central venue.

## THE ASSISTANT REFEREE – LEVEL 4 ACCREDITATION

### PRE-REQUISITES

- Level 3 Assistant Referee accreditation
- All candidates must be of a sufficiently high standard of competency, as to be expected to gain a pass.

### OBJECTIVES

- To demonstrate a suitable level of fitness
- To demonstrate practical assistant refereeing in two competitive senior games
- To show management and communication skills

### CONTENT

#### FITNESS TEST

The Fitness test shall be the FIFA Fitness test – Category 3 Assistant Referees

#### TEST 1 Speed Test

5 X 30 metre sprints with a dynamic start < 1.5m. from the starting gate.

A maximum 1:30 minute recovery between each sprint, while walking back to the start.

If the candidate fails one sprint they shall be allowed a seventh sprint.

If the candidate fails two sprints the test shall stop and they shall be informed that they have failed.

Males <4.9 seconds

Females <5.3 seconds

#### TEST 2 Intermittent High Intensity Test

40 X 7.15 metre runs with 39 X 25 metre recovery walks

Males 75m. in less than 15 seconds, 24 seconds recovery

Females 75m. in less than 17 seconds, 26 seconds recovery

The fitness test can be taken by any person deemed competent by the Federation Referees Committee.

#### TEST 3

#### FIELD PERFORMANCE ASSESSMENTS

##### Level of Field Performance Assessments

The field tests are to be taken on senior games played under the FIFA Laws of the Game with two by 45 minute halves and official assistant referees on a game that normally has three point control.

The candidate's performance shall be at least satisfactory on both games

Each test shall be conducted with the referee and assistant referee working on the current FIFA system of control.

The NZFRC shall allow these to be taken on national competitions on application to the NZF Appointments Panel (AP).

##### Examiners

All field performance assessments will be conducted by a panel of two (2) assessors. The lead assessor (Level 2 Assessor) shall not be involved in both games. The other assessor shall have at least Level 1 Assessor accreditation.

##### Power to declare a field competency test invalid

If, for any reason, connected with the state of the ground, the standard of play or the ability of the assistant referees, but not the performance of the candidate, the examination panel may declare the field performance test null and void. In these cases, the candidate may be re-tested at any time, as though the original test had never been taken.

#### **Exemption from field performance tests**

Assistant Referees from overseas, who are classified as Class 1 by their National Association and who are currently actively engaged in refereeing shall, on production of their current registration card, and on the recommendation of the appropriate Federation, be granted NZF Level 4 Assistant Referee Accreditation.

Assistant Referees from overseas, who are classified as Class 2 by their National Association and who are currently actively engaged in refereeing shall, on production of their current registration card, and on the recommendation of the appropriate Federation, be required to pass one field test before being awarded NZF Level 4 Assistant Referee Accreditation.

#### **TIMING**

The field tests must be completed within three years of gaining Level 3 accreditation.

#### **RESOURCES**

- A marked athletic track
- Competitive football games



### NEW ZEALAND FOOTBALL LEVEL 4 ASSISTANT REFEREE COMPETENCY ASSESSMENT

<b>SPEED TEST</b>	<b>Sprint 1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>Men &lt;4.9"</b>
<b>5 x 30m</b>							<b>Women &lt;5.3"</b>

#### Intermittent High Intensity Test (Men 15/24s; Women 17/26s)

<b>1</b>	<b>23</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>

Game: \_\_\_\_\_ v \_\_\_\_\_ Date: \_\_\_\_\_

Assistant Referee: \_\_\_\_\_ Venue: \_\_\_\_\_ League: \_\_\_\_\_

	Competent	Developing Competence	Not Yet Competent	Not Applicable
<b>PRESENTATION</b>				
Attended to duties –nets, run to the referee				
Entered the field confidently – head up, flag in outside hand				
Presented a good image and body shape				
Kept a written record of the game				
<b>COMMUNICATION</b>				
Clear, correct signals				
Correct flag handling technique				
Moved flag to right hand when play entered the penalty area				
Discreet signals to the referee				
Assisted players at restarts				
Avoided signaling to the referee's back				
Maintained eye contact with the referee				
Signalled substitutions				
<b>POSITIONING &amp; MOVEMENT</b>				
Followed the ball at speed all the way back to the goalkeeper				
Correctly positioned at restarts				
In position to act as a goal judge				
Chased shots				
Maintained accurate position on the offside line				
Moved well laterally				
Able to keep up with players				
Reacted quickly to changes in play				
<b>CONCENTRATION</b>				
Kept alert				
Kept head square to the pitch – tucked into shoulder				
Ignored spectator comments				
Able to deal with criticism				

Calm and composed				
Focused on correct position				
<b>DECISIONS</b>				
Correctly applied Law 11 – used ‘wait and see’ technique				
Only signaled players who committed an offside offence				
Judged ball out of play correctly				
Signalled for foul play when a better view				
Identified misconduct				
Correctly applied Law 14				

<b>COACHING POINTS:</b>

<b>POINTS DISCUSSED WITH ASSISTANT REFEREE</b>	
POSITIVE POINTS	1. _____
	2. _____
	3. _____
AREAS FOR IMPROVEMENT	1. _____
	2. _____
	3. _____

\_\_\_\_\_ is/is not yet competent (delete one) to be accredited as a Level 4 Assistant Referee.

Signature of L. 2 Assessor: \_\_\_\_\_ Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of L. 1 Assessor: \_\_\_\_\_ Name: \_\_\_\_\_ Date: \_\_\_\_\_

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## THE ASSISTANT REFEREE – LEVEL 5 COURSE

### THEME

Further development of the attitudes, skills and knowledge required for this specialised role.

### PRE-REQUISITES

- Affiliated and financial with an organized, affiliated (to NZF) referees group
- Level 4 Assistant Referee accreditation
- Category 1 FIFA Fitness Test for Assistant Referees

### OBJECTIVES

- To more fully understand the role and duties of an assistant referee
- To develop and test the attitude, skills and knowledge of assistant referees
- To practice decision-making in field situations
- To identify foul play
- To accurately interpret offside position and offences

### CONTENT

The Level 3 Course has five theory sessions and two practical sessions. There are *41 PowerPoint slides* and *45 DVD clips* covering the following topics:

- Assisting the Referee
- Offside
- Communication
- Teamwork
- Training
- Practical sessions

### INSTRUCTOR

The course can be taken by an accredited Level 2 Referee Instructor.

### EVALUATION

There are four (4) tests to show competency:

- Offside position (25 marks)
- Offside offences (15 marks)
- Incident Analysis (40 marks)
- Laws of the Game (20 marks)

Participants need to achieve at least 80% to gain accreditation. Those aiming for FIFA status should attain 90%

### TIMING

The course is designed to be taken over a day e.g. 5-6 hours.

## 6. ASSESSOR DEVELOPMENT SCHEDULE AND ACCREDITATION PROGRAMMES

### INTRODUCTION

An assessor is usually, although not always, an ex-referee who gives guidance to practicing referees.

Becoming a referee assessor is an important part of a referee's continuing development. It should not be considered as suitable only for those who are retired. As such, referee groups should encourage those still active to take the Level 1 and Level 2 Courses for Assessors. This will help their own personal development and assist their transition when they eventually retire from active duty.

Referee assessors play a vital role in both the development and retention of referees. Accordingly, it is important that their progress is continually reviewed and refined. The objectives of the assessor development program are:

- To enable participants to develop an awareness of the role of the referee assessor
- To recognize the need for career long development of referees and assessors
- To provide them with the attitudes, skills, tools and policies they need to be effective in their role
- To be able to assist the development and retention of referees

It is recognized that a shortage of assessors may mean that currently active referees can assist in the development and assessment of referees. They may assess referees who are at least two divisions lower than the level where they regularly officiate. They shall not be a party to discussions on referees at their level or the level below nor see their assessments or ratings.

### PROGRAMME DEVELOPMENT SUMMARY

There are 4 levels of NZF Assessor classification. These broadly relate to the ability to assess referees and assistant referees at specified levels of football. At present the following classifications are recognized:

- **Introductory Assessor** – for assessors who participated in the Level 1 Course
- **Level 1 Assessor** – for those coaching and mentoring referees of junior, youth and lower levels of senior football who passed the Level 1 Course.
- **Level 2 Assessor** – an accreditation course introducing the formal assessment process for those who have gained some experience following accreditation as a Level 1 Assessor. The participant's attitudes, skills and knowledge are further developed and tested, particularly in the areas of recording data and coaching.
- **Level 3 Assessor** – an advanced accreditation course for those who wish to continue their development.

As part of their re-accreditation, assessors are required to submit 5 assessments to the relevant group each season.

Assessors, whose accreditation lapses, have 12 months to re-accredit by taking the national re-accreditation course. Their assessments shall not be considered in this period at national or regional level. After the fourth year from the initial date of accreditation they are required to take and pass the full course.

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## LEVEL 1 COURSE FOR ASSESSORS

### THEME

The role and duties of the assessor, knowledge of the game today and the development of basic attitudes and skills to guide those beginning their next referee career.

### PRE-REQUISITES

- Affiliated and financial with an organized, affiliated (to NZF), referee group
- Experience as a referee

### OBJECTIVES

- To introduce candidates to the role of assessor
- To provide positive constructive coaching points for improvement

### CONTENT

The Level 1 Course has 33 PowerPoint slides, plenty of time set aside for discussion, a DVD "OFC WU17 Solomon Islands v New Zealand" and a further 12 clips. It covers the following topics:

- Role of the Assessor
- Current Trends in the Game
- The Assessment Process – data collection, assessment, rating, coaching
- Mentoring

### INSTRUCTOR

The course can be taken by an accredited Level 1 Referee Instructor.

### EVALUATION

There will be a test on the Laws of the Game at the conclusion of the course. Participants will need 70% to pass the multi choice test. Participants are also required to complete and post a positive and constructive assessment within 72 hours to pass the course.

### TIMING

The course lasts approximately 8-9 hours over 1 day and includes a match assessment.

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## LEVEL 1 FUTSAL ASSESSORS

The NZFRC resolved to accredit as Level 1 Futsal Assessors those who are currently affiliated, financial and accredited as both:

- Level 1 Assessors
- Level 2 Futsal Referees

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## LEVEL 2 COURSE FOR ASSESSORS

### THEME

**Assessors are important in the development and retention of referees. Assessors must also coach referees and be both responsible and accountable. Assessors must be up-to-date or their work can be counter-productive.**

### PRE-REQUISITES

- Accredited NZF Level 1 Assessor or overseas equivalent
- Affiliated and financial with an organized, affiliated (to NZF), referee group
- Assessed and written a minimum of 10 full reports over two seasons.
- Assessors may be active as referees but are able to assess referees up to two levels below their refereeing level where they officiate on high leagues. Where they officiate on lower levels then they may assess at a higher level provided there is no conflict of interest

### OBJECTIVES

- To develop the participants understanding of the role of assessor
- To instill the need for continuous development of match officials
- To test the candidates ability in recording data and providing relevant and useful coaching points

### CONTENT

The Level 2 Course has two phases. Upon registration participants are sent Module 1 - The Preparation Module - to complete before the course. This builds on the knowledge, concepts and principles from the Level 1 Course. Participants must pass the questions on the Laws of the Game that form part of the Preparation Module.

Both sections must be completed and returned to the Course Director to confirm participation on the course.

The Level 2 Course covers the following areas:

- The Assessment Process
- Coaching & communication
- Current Trends in the Game
- Ethics
- The Referee

### INSTRUCTOR

This course is to be taken by an accredited Level 2 Instructor.

### EVALUATION

Participants will need to attain 75% on the test on the Laws of the Game. They must also show competence in their Running Sheets, Assessments and particularly their Coaching Points. Successful completion of the following modules will ensure accreditation as a Level 2 Assessor:

- Module 1 – Preparation Module
- Module 6 – Test on the Laws of the Game
- Module 5 – Game – Match Assessment
- Module 12 – Game – Match Assessment

### **TIMING**

The course is supported by *48 PowerPoint slides* and a number of clips from current UEFA DVDs as well as a game from a FIFA U17 Tournament Burkina Faso v Germany. There are two practical match assessments.

### **ACCREDITATION**

To retain the Level 2 Referee Assessors accreditation participants Coaches will have to supply documentation to show that they have –

1. Attended and participated in a minimum of one Assessors' group exercise every two years
2. Attended and participated in pre-season seminars
3. Assessed a minimum 5 matches per season
4. Submitted two assessments to their Appointments Panel representative for appraisal each year
5. Advised NZF by 30 November that they have met the requirements set by the NZF Referees Committee

## LEVEL 3 COURSE FOR ASSESSORS

### THEME

**Assessors are important in the development and retention of referees. Assessors must also coach referees and be both responsible and accountable. Assessors must be up-to-date or their work can be counter-productive.**

### PRE-REQUISITES

- Accredited NZF Level 2 Assessor or overseas equivalent
- Affiliated and financial with an organized, affiliated (to NZF), referee group
- Assessed a minimum of 15 games as a Level 2 Assessor on at least the top Federation league or higher
- Retired from active refereeing i.e. does not referee games at all

### OBJECTIVES

- To prepare participant's for international competition as a referee assessor
- To instill the need for continuous development of match officials
- To test the participants' suitability to assess at the highest levels of the game in NZ
- To equip participants with the attitudes, knowledge and skills used by more advanced assessors

### CONTENT

The course has three phases.

On registration participants are sent Module 1 - The Preparation Module - to complete before the course. This builds on the knowledge, concepts and principles from the Level 2 Course. Other questions require them to study selected materials and resources. These must be completed and returned to the Course Director to confirm participation on the course. Participants must pass the questions on the Laws of the Game that form part of the Preparation Module.

Phase two involves formal class or field based presentations and exercises.

There are 12 modules. They will take approximately 12 hours and cover the following topics:

- The High Performance Referee
- Teamwork
- Current Trends
- Ethics
- Communication
- Assessment and Coaching

Following the course participants shall submit three match assessments to the course director within three months to complete the assessable part of the course.

### INSTRUCTOR



This course is to be taken by the NZF RDO or his nominee. An Examination Board consisting of the Course Director and one Level 3 Assessor will be set up for this course.

## EVALUATION

Participants will need to attain 80% on the test on the Laws of the Game to gain accreditation and 70% in the DVD Incidents Analysis. They must also show competence in their Running Sheets, Assessments, Ratings and, in particular, Coaching Points from the 3 games that form part of the course evaluation. Successful completion of the following modules will ensure participation and accreditation as a Level 3 Referee Assessor:

- Module 1 – Preparation Module
- Module 6 – Match Assessment 1
- Module 8 – Match Assessment DVD
- Module 8 – Test on the Laws of the Game
- Module 10 – DVD Incidents Analysis
- Module 12 – Match Assessment 2

## TIMING

The course is supported by *43 PowerPoint slides, 21 clips* from current coaching material as well as two games from the NZF National League.

## ACCREDITATION

To retain the Level 3 Referee Assessors accreditation assessors will have to supply documentation to show that they have :

- ✓ Attended and participated in a minimum of one assessors' group exercise every two years
- ✓ Attended and participated in pre-season seminars
- ✓ Assessed a minimum 10 matches per calendar year
- ✓ Submitted two assessment reports to their Appointments Panel representative for appraisal each year
- ✓ The AP shall submit two assessment reports to the other members of the AP for appraisal
- ✓ Advised NZF by 30 November that they have met the requirements set by the NZF Referees Committee including a resume of all assessor related activities for the preceding 12 months
- ✓ Maintained a high level of involvement in national, federation and local referee development programs

## 7. REFEREE INSTRUCTOR DEVELOPMENT SCHEDULE AND ACCREDITATION PROGRAMMES

### INTRODUCTION

An instructor is one who takes both practical sessions on the field and classroom sessions.

### PROGRAMME DEVELOPMENT SUMMARY

The referee instructor programs prepare and support those who instruct referees in rooms or on training pitches. They qualify those accredited to take NZF Courses at Level 1 and above.

Competent, qualified and enthusiastic Instructors are important in the recruitment, development and retention of referees. Instructor training emphasizes knowledge and understanding of the learning process, principles of planning, presentation techniques and practical sessions. The courses provide background information and the opportunity to put learning into practice during the courses. They aim to create and develop competent referee instructors to instruct and coach match officials using current practical and theoretical methodology.

The objectives of the instructor program are:

- To improve the attitudes, skills and knowledge of referee instructors
- To relate presentations and coaching sessions to the way people learn
- To plan, prepare and present referee coaching material according to best current practice

The instructor development program broadly relates to the ability to instruct referees and referee coaches at specified levels of football. At present the following classifications are recognized:

- **Level 1 Instructor** – for Instructors who are able to take accreditation courses for referees at Level 1 for referees and Assessors.
- **Level 2 Instructor** – a more advanced course that revises the principles of learning, further develops presentation skills and introduces questioning techniques and working with groups.
- **Level 3 Instructor** – an advanced course where the latest FIFA DVDS combine with current learning theory to develop referees

The NZFRC has resolved that all participants who attend the FIFA Futuro III Course for Referee Instructors shall be automatically accredited as a NZF Level 2 Instructor.

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## LEVEL 1 COURSE for REFEREE INSTRUCTORS

### THEME

Instructors need to know current learning theory, principles of planning and the best ways of presenting information so that referees can maximize the opportunities provided.

### PRE-REQUISITES

- Accredited NZF Referee or overseas equivalent
- Enrolment with an affiliated referee group

### OBJECTIVES

- To develop referee instructors
- To improve the attitudes, skills and knowledge of referee instructors
- To understand how people learn
- To plan, prepare and present referee coaching material

### CONTENT

The Level 1 Course covers the following:

- The Learning Process
- Planning
- Presentation techniques
- Practical sessions

Each module has a practical element requiring small group or paired activities and presentations to the group.

### INSTRUCTOR

The course can be taken by an accredited Level 1 Referee Instructor.

### EVALUATION

This is a participant based course. As such there is no formal evaluation. However, evaluations will be provided by the course director and participants at the conclusion of each presentation and in writing following the course.

- Module 3 – Presentations (to present a slide(s) from the current Introductory Referees (CBR) Course

### TIMING

The course takes approximately 6 hours depending on the size of the cohort and is supported by 47 PowerPoint slides and the current Introductory Referees (CBR) Course.

## LEVEL 2 COURSE for REFEREE INSTRUCTORS

### THEME

This program aims to create and develop competent referee Instructors who can develop Referees using current practical and theoretical methodology and contemporary resources.

### PRE-REQUISITES

- Accredited NZF Referee Level 1 Instructor or overseas equivalent
- Enrolment with an affiliated referee group
- Have at least 20 hours of instruction through the NZF CBR or Level 1 Course for Referees or at referee coaching sessions
- Have kept a log of courses and instructional sessions taken before this course

Federations may nominate suitable candidates, who may not meet bullet point 3, but who have relevant instructional experience, with supporting documentation

### OBJECTIVES

- To further develop referee instructors
- To improve the attitudes, skills and knowledge of referee instructors and learning strategies
- To plan, prepare and present referee coaching material

### CONTENT

The Level 2 Course covers the following areas:

- The Laws of the Game
- Presentation and communication techniques
- Questioning techniques
- Group work

Each module has a practical element requiring small group or paired activities and presentations.

### INSTRUCTOR

The course can be taken by an accredited Level 3 Referee Instructor and lasts about 6-8 hours.

### EVALUATION

Preparation of coaching through classroom and field-based sessions

- Modules 4 and 7
- Module 8 – Laws of the Game examination

### TIMING

The course duration depends on the size of the cohort and is supported by 36 PowerPoint slides and a DVD.

## LEVEL 3 COURSE for REFEREE INSTRUCTORS

### THEME

An advanced workshop, where current principles of learning use the latest FIFA DVDs to develop referees. Most modules have a practical element requiring the development of learning sessions and situations.

### PRE-REQUISITES

- Accredited Level 2 NZF Referee Instructor or overseas equivalent
- Have taken at least 3 courses for referees and assessors and instructors
- Have kept a log of courses and instructional sessions taken

### COST

User pays

### OBJECTIVES

- To further develop the attitudes, skills and knowledge of referee instructors
- To prepare participants to take advanced NZF courses
- To review learning principles
- To plan, prepare and present referee coaching material
- To evaluate and self-assess sessions

### CONTENT

The Level 3 Course contains *46 PPT slides, 22 DVD clips* and covers the following:

- Review of the Learning Process
- Presentation skills and practical instruction
- Assessment and critiques
- Developing learning environments and situations for groups and individuals
- The Laws of the Game

### INSTRUCTOR

The course can be taken by the NZF RDO or his nominee.

### EVALUATION

- Module 2 – Communication and Presentation Techniques
- Modules 4, 5, 6 – Adult Learning, Developing Referees, Individual Learning Plans
- Module 7 – Test on the Laws of the Game
- Module 11 – Prepared Presentation
- Module 12 – Practical Session

### TIMING

The course takes a weekend depending on the size of the cohort and is supported by *46 PowerPoint slides* and *10 DVD clips* as well as the Futuro III Course material.

## 8. FUTSAL REFEREE DEVELOPMENT SCHEDULE AND ACCREDITATION PROGRAMMES

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### LEVEL 1 COURSE FOR FUTSAL REFEREES

#### THEME

An introduction to the way Futsal is refereed and the basic Futsal Laws of the Game.

#### PRE-REQUISITES

- Applicants should be familiar with Futsal and Association Football

#### NZF CHARGE

**\$30.00 + GST**

#### OBJECTIVES

- To provide referee candidates with knowledge of the basic Futsal Laws of the Game; specifically Law 12 and restarts of play
- To introduce basic Futsal refereeing techniques

#### CONTENT

The Level 1 Course is supported by *32 PowerPoint slides* and *nineteen clips*. It covers the following topics:

- Differences between Futsal and Association Football
- Basic Futsal Laws of the Game
- Basic referee positioning, specialist signals and techniques
- Incidents analysis

#### INSTRUCTOR

This course can be taken by persons deemed appropriate by the Federation Referees Committee.

#### EVALUATION

There will be a test on the Laws of the Game at the conclusion of the course. Participants will need **70%** to pass the test that includes incidents analysis and both open and multi-choice questions.

#### TIMING

The course lasts approximately 5-6 hours.

#### ONLINE

The Online version has seven (7) modules with six (6) taken online. The seventh module involves a practical session, clarification of material covered and the test on the Futsal Laws of the Game and their application in match incidents.

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## LEVEL 2 FUTSAL REFEREE ACCREDITATION

### THEME

#### Demonstration of basic refereeing skills

#### PRE-REQUISITES

- Applicants should be at least 14 years of age.
- Accredited Level 1 Futsal Referee
- Affiliated and financial with an organized, affiliated (to NZF) referee group
- Have refereed Futsal for at least 6 months and 25 games following L1 Futsal accreditation  
(This may be reduced where a Federation believes a referee, because of his experience either as a football referee or Futsal player is ready to take the L2 assessment.)

#### OBJECTIVES

- To show basic refereeing technical skills – whistle, mechanics, movements etc.
- To demonstrate simple management techniques
- To show control of the game
- To achieve competence in refereeing a competitive Futsal match

#### CONTENT

A competency field test of refereeing ability, which may take several games.

#### INSTRUCTOR

The competency assessment can be taken by an accredited Level 1 Assessor or higher.

#### EVALUATION

- Candidates must show competence in the eight basic competencies highlighted on the next page to pass
- If the game is not of sufficient quality then the assessor must tick not applicable
- If the competency does not appear in the game then the assessor must tick not applicable
- If the candidate only recognizes some reckless or excessive force challenges then the assessor shall tick not yet competent

**NEW ZEALAND FOOTBALL LEVEL 2 FUTSAL COMPETENCY ASSESSMENT**

**N.B.1** Candidates must be competent in the shaded criteria

**N.B. 2** Candidates must deal correctly with reckless and excessive force challenges if they occur #

	Competent	Not Yet Competent	Not Applicable
<b>PRE-MATCH</b>			
The referee arrived in good time for the match			
A safety check on the pitch and equipment was carried out			
<b>PERSONALITY</b>			
The referee was firm but fair when dealing with players			
The referee communicated appropriately with players/staff			
The referee was respectful to players			
The referee remained calm			
The referee appeared to be confident			
The referee thanked the players and coach after the game			
<b>MOVEMENT</b>			
The referee showed acceleration and speed			
The referee faced the pitch			
The referee chased shots			
The referee got to the goal line to judge ball in or out			
<b>POSITIONING</b>			
The referee was close to play			
The referee monitored the contact between the pivot and fixo			
The referee positioned himself correctly at restarts			
<b>THE LAWS OF THE GAME</b>			
The referee applied the Futsal Laws of the Game correctly			
The referee identified goalkeeper offences			
The referee allowed fair, physical contact			
The referee recognized most careless challenges			
The referee recognized reckless challenges#			
The referee recognized excessive force challenges#			
The referee dealt with players who showed dissent			
The referee dealt with players who encroached			
The referee applied and signaled advantage			
<b>SIGNALS</b>			
The whistle was clear			
The referee signaled clearly and correctly			
The arm was raised 45°, straight or lowered 45° according to the restart			
The 4 second count was visible at all times			
<b>COACHING POINTS:</b>			

\_\_\_\_\_ is/is not yet competent (delete one) to be accredited as a Level 2 Futsal referee.

Signature of Assessor: \_\_\_\_\_ Name: \_\_\_\_\_



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## LEVEL 3 COURSE FOR FUTSAL REFEREES

### THEME

A more detailed examination of the Futsal Laws of the Game and their application, using questions, discussions, clips and refereeing techniques.

### PRE-REQUISITES

- Accredited Level 2 Futsal Referees
- Affiliated and financial with an organized, affiliated (to NZF) referee group
- Refereed at least 25 games over 6 months as Futsal Level 2 referee at senior level
- Have kept a log of games refereed

### OBJECTIVES

- To further develop the attitudes, skills and knowledge of Futsal referees
- To set targets for Futsal referees relevant to player safety and the image of the game

### CONTENT

The Level 3 Course is split into seven (7) modules supported by *41 PowerPoint slides and thirty eight clips*, plus an incidents analysis. It covers the following topics:

- The participants
- Protecting the players
- Protecting the game
- Management and communication
- Incidents analysis
- Fitness

### INSTRUCTOR

This course can be taken by persons deemed appropriate by the Federation Referees Committee.

### EVALUATION

There will be a test on the Laws of the Game at the conclusion of the course. Participants will need 75% to pass the test that includes incidents analysis and both open and multi-choice questions.

### TIMING

The course lasts approximately 7-8 hours.

## LEVEL 4 FUTSAL REFEREE ACCREDITATION

### THEME

#### Demonstration of more advanced refereeing skills

### PRE-REQUISITES

- Level 3 Futsal Referee Accreditation
- Affiliated and financial with an organized, affiliated (to NZF) referee group and at least 18 years of age. Referee centres may apply to the NZFRC for dispensation in exceptional circumstances.
- Refereed at least 15 games at a senior level as a L3 referee
- All candidates must be of a sufficiently high standard of competency, as to be expected to gain a pass.

### OBJECTIVES

- To demonstrate a suitable level of fitness
- To demonstrate practical match control in a competitive senior game
- To show management skills
- To demonstrate teamwork with the 2<sup>nd</sup> and 3<sup>rd</sup> Referee

### CONTENT

#### FITNESS TEST

The Fitness test shall be the FIFA Futsal Fitness test

TEST 1 Endurance

1000 metre run in less than 4 minutes followed by a 15 minute break

TEST 2 Speed and acceleration

4 X 10 metre shuttle in less than 10 seconds followed by a 5 minute break

TEST 3 Flexibility and agility

80 metres running forwards, sideways and backwards in less than 20.5 seconds

TEST 4 Repeat Test 2 followed by a 5 minute break

TEST 5 Repeat Test 3

The fitness test can be taken by any person deemed competent by the Federation Referees Committee.

#### FUTSAL FIELD COMPETENCY TEST

The Futsal field competency test is to be taken on at least main senior men's competition using the two referee system.

**NEW ZEALAND FOOTBALL LEVEL 4 FUTSAL COMPETENCY ASSESSMENT**

**N.B. Candidates must be competent all areas**

	Competent	Not Yet Competent	Not Applicable
<b>PRE-MATCH</b>			
The RESPECT program was used			
<b>PERSONALITY</b>			
The referee was firm but fair when dealing with players			
The referee was respectful to players and coaching staff			
The referee remained calm			
The referee was decisive			
<b>FITNESS</b>			
The referee showed acceleration and speed			
The referee's stamina was adequate for the game			
The referee reacted quickly to changes in play			
The referee got to the goal line to judge ball in or out			
<b>POSITIONING</b>			
The referee was close to play			
The referee monitored the contact between the pivot and fixo			
The referee usually kept play between himself and the other referee			
The referee used dead ball time to manage the restart of play			
<b>THE LAWS OF THE GAME</b>			
The referee applied the Futsal Laws of the Game correctly			
The referee identified goalkeeper offences			
The referee allowed fair, physical contact			
The referee recognized most careless challenges			
The referee recognized reckless challenges#			
The referee recognized excessive force challenges#			
The referee recognized persistent offenders			
<b>FLOW OF THE GAME</b>			
The referee dealt with players who encroached			
The referee counted and applied the 4 seconds			
The referee applied and signaled advantage			
<b>CONTROL OF THE GAME</b>			
The referee checked the pitch and players' equipment			
The game was controlled – fair and safe for the players			
The referee cautioned players as appropriate			
The referee sent off players as appropriate			
<b>COMMUNICATION</b>			
The whistle communicated the reason for the stoppage			
Signals were clear and correct			
<b>COACHING POINTS:</b>			

\_\_\_\_\_ is/is not yet competent (delete one) to be accredited as a Level 4 Futsal referee.

Signature of Assessor: \_\_\_\_\_ Name: \_\_\_\_\_

## 9. ASSESSMENT APPEAL FORM

This form is to be used when the candidate and the instructor have not agreed on the assessment process and/or the outcome.

<b>Part A – Candidate to complete this part only</b>		
Candidates full name:		
Candidates address:		
Assessors full name:		
Assessment type:	Field performance <input type="checkbox"/>	Verbal test <input type="checkbox"/> Written test <input type="checkbox"/>
Course:		
Date of assessment:		
Place of assessment:		
State the reasons why you think the assessment was unfair. <i>(You may use a separate sheet if needed)</i>		
What actions have you taken to date with your assessor?		
Candidates signature:	Date:	

Return this form directly to: NZ Football PO Box301-043 Albany, Auckland 0632

Part B – NZF use		
Federation RC Member informed of appeal	Yes <input type="checkbox"/>	Date:
Assessor informed of appeal and information requested from the assessor to support their justification for assessment decision	Yes <input type="checkbox"/>	Date:
Compile all relevant information from assessor and candidate	Yes <input type="checkbox"/>	Date:
[a] Support the candidate's appeal	Yes <input type="checkbox"/> No <input type="checkbox"/>	Date:
[b] Support the assessor's judgment	Yes <input type="checkbox"/> No <input type="checkbox"/>	Date:

Part C – Candidate to complete		
Is the appeal resolved?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Date:
If Yes or No sign here and return to NZF		
Candidate's signature:		Date:
If resolved the Instructor to sign here:		
		Date:

If the candidate has marked no above [not resolved], forward all previous sighted documentation from the candidate and the assessor to the NZF RDO who will make a final decision.

Part D – NZF RDO use			
Final appeal outcome - to be completed by the NZF RDO and returned to candidate			
[a] Support the candidate's appeal	Yes	No <input type="checkbox"/>	Date <input type="text"/>
[b] Support the assessor's judgement	Yes	No <input type="checkbox"/>	Date <input type="text"/>

Part E – Candidate to complete	
This is the final decision by NZF. Please sign that you understand the decision and return to NZF.	
Candidate's signature:	Date:

## 10. RE-ACCREDITATION

The NZFRC has recognized the need for continual updating of its Referees. What is learnt from accreditation courses and coaching can change and so all Referees need to re-accredit to retain their availability for appointment and up-to-date knowledge of the Laws of the Game and the ways they are to be applied. The procedures are flexible, relatively simple, vary according to the level of the qualification and are designed to meet all needs.

Referees and assessors may re-accredit in one of three ways:

- Repeat the same program
- Complete the next level program
- Participate in a national re-accreditation program

The re-accreditation of referees licenses an official for three years and relates to the level of referee i.e. referees who undertake an accreditation or re-accreditation course in 2015 are accredited until 31 December 2017 no matter when in 2015 they took the course. Referees at Levels 3, 4 and 5 shall:

- Participate in a full-day course.  
The following shall count for the purposes of re-accreditation:
  - Pre-season National League Course
  - OFC Elite Course
  - OFC/FIFA Courses held prior to and during tournaments
  - FIFA MA Course
  - RDA2 and RDA3
  - Participation in the NZF Talents Programme (also HP Assessor Programme)
  - Passing an assessor or instructor course
  - Federation pre-season seminar of at least 4 hours
- Have scored at least 70% in a test on the Laws of the Game

Level 1 and 2 Referees shall take a test on the Laws of the Game every three years to re-accredit (FIFA Trivia – Basic).  
Level 3-5 Referees shall pass the FIFA Trivia – Advanced Test on the Laws of the Game.

Level 1 Assessors and Instructors shall pass the FIFA Trivia – Basic.

Level 2 & 3 Assessors shall pass the FIFA Trivia – Advanced. In addition all assessors will take a course that covers current trends in the game, incidents analysis and a practical assessment. This can be taken in the 12 months following the expiry of their accreditation

Where an assessors accreditation lapses they are required to take and pass the full course.

In all the above cases the pass mark shall be the same as the original accreditation course.

Instructors will:

- undertake a peer review at least twice in a three year period
- instruct at two advertised courses signed off by the RDO or Federation nominee
- self assess two sessions in the previous three years
- maintain a log of courses/sessions taken to be signed off by the RDO or Local RC

Re-accreditation programs operate on a three year cycle. They are run by persons qualified to take the original course or, where there are various levels of accreditation present, any person deemed competent by the Federation Referees Committee. Re-accreditation applies to the end of the calendar year.

## 11. APPENDIX: DEFINITIONS

### Referee group

“Referee group” refers to all Federation Referee Committees, Referee Associations, Referee Action Groups, Referee Work Groups, Referee Branches and similar organizations.

**Senior level** refers to competitive games of football excluding juniors (Under 17), veterans (over 35) and football for players with disabilities (AWD).

A **Referee** is any referee, assistant referee, fourth official, fifth official, additional assistant referee, assessor, instructor, unless otherwise specifically mentioned.

### Affiliated

“Affiliated” means registered, financial and recognized formally by the Federation Referee Committee or equivalent and therefore recognized by NZF.

### Mentoring

This could be best described as a deliberate, voluntary pairing of a more skilled or experienced referee (the mentor) with a less skilled or less experienced referee (the mentee) with the aim of having the mentee grow and develop specific competencies. It is a KPI for Federations and referee centres.

The role of the mentor is determined by the nature of the mentee's specific development needs.

The mentor does not take the place of any assessor who may have viewed the mentee. Nor is the mentor a 'sponsor' in progressing the mentee's referee career.

A mentor may refer the mentee to others or be variously a counsellor, networker, supporter, role model.

### Assessor

An assessor is one who evaluates and assesses the performance of the referee both quantitatively and qualitatively and compares him with his peers and the standard of football they are officiating. An assessor provides quality suggestions to improve a referee's performance.

### Instructor

An instructor is one who provides technical instruction through presentations and theory sessions to a referee group. They are also able to take practical training drills and match simulations on the field of play.

### Referees Committee

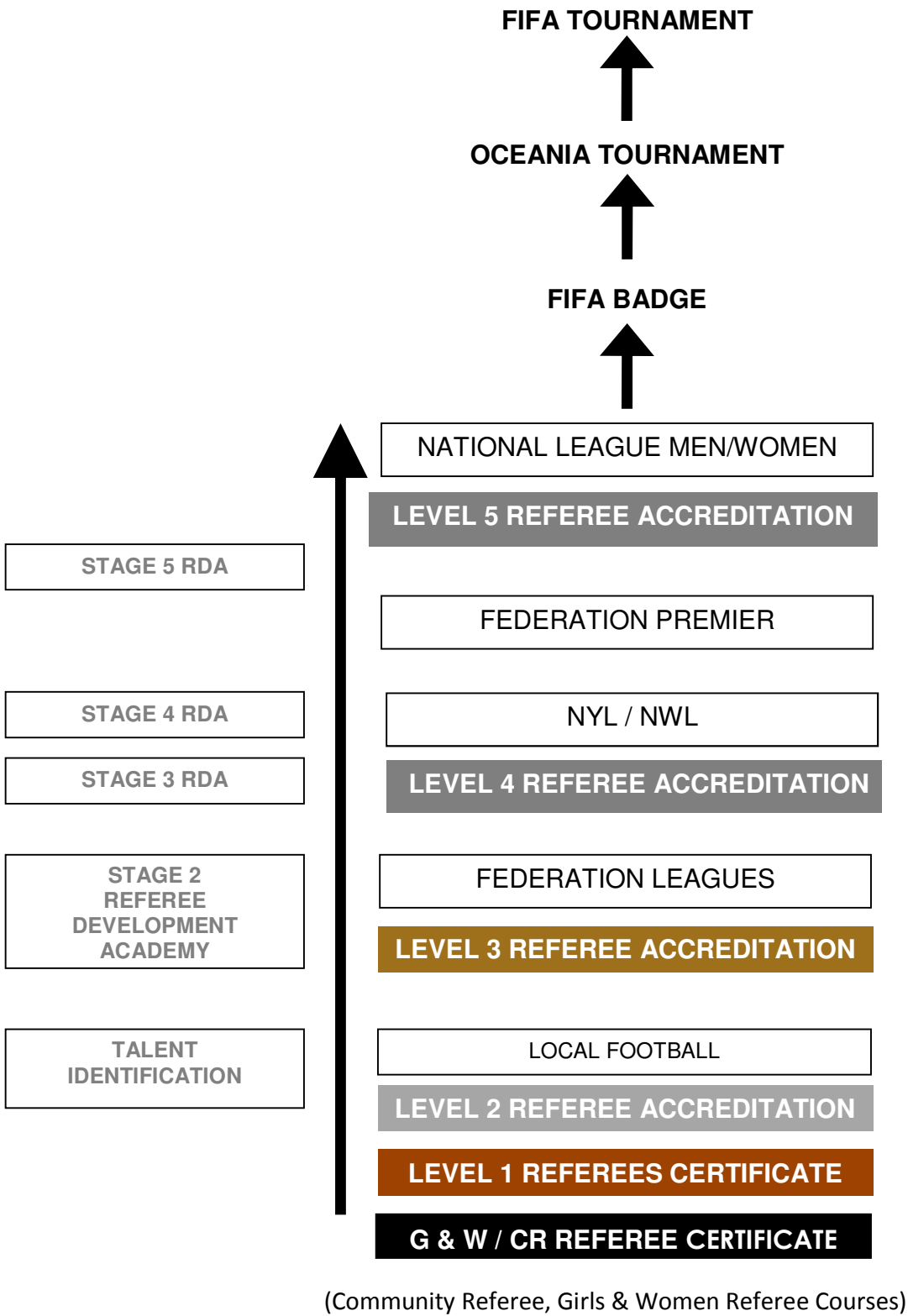
The NZF Referees Committee (NZFRC) is selected by the Chairman of the NZF Executive Committee in consultation with the Chairman of the NZFRC, also a member of the NZF Executive. They provide governance in all refereeing matters.

All Federations operate a Referees Committee, although it may have a different name. This Committee will operate in the same way that the NZF Referees Committee operates, with similar responsibilities and administered by a Referee Development Officer (RDO). Responsibilities of the NZFRC include:

- Referee recruitment and retention
- Referee training, development, classification and accreditation
- Selection and appointment of referees and nomination of candidates for national and international lists
- Comply with and communicate standard refereeing methods as established by FIFA

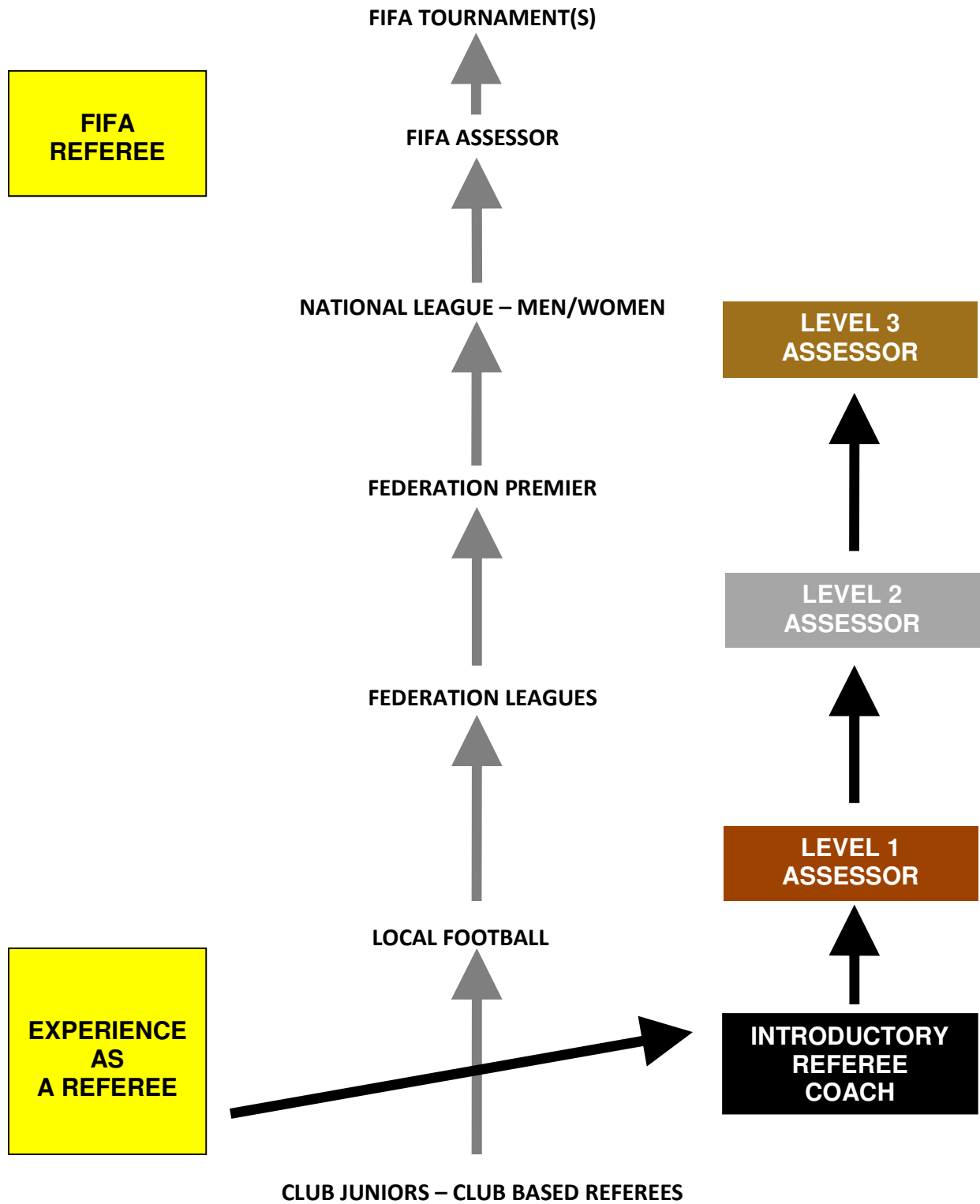
The administration of referees in smaller, geographically isolated areas will best be carried out by local referee groups under the guidance of the Federation Referees Committee.

# NZF PATHWAY – REFEREE





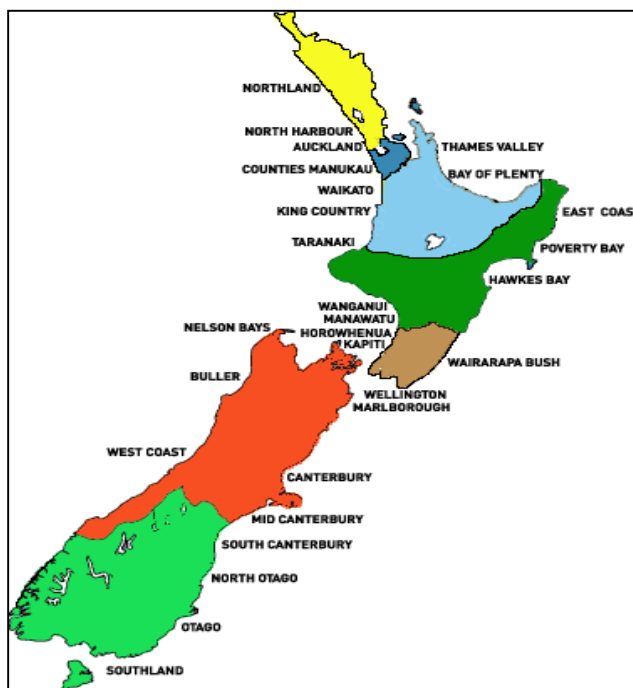
# NZF PATHWAY – ASSESSOR



## COURSE REGISTRATION

To find out more or to register for any of these courses please consult your local Federation website and or contact your Federation Referee Development Officer.

Use the map to find your colour coded region and then refer to the table below to find the corresponding regional contact and Federation website.



<b>New Zealand Football</b>	<a href="http://www.nzfootball.co.nz">www.nzfootball.co.nz</a>	<b>Ken Wallace</b> Ken.Wallace@nzfootball.co.nz
<b>Northern Football Federation</b>	<a href="http://www.nff.org.nz">www.nff.org.nz</a>	<b>Chris Casey</b> chris.casey@nff.org.nz
<b>Auckland Football</b>	<a href="http://www.aucklandfootball.org.nz">www.aucklandfootball.org.nz</a>	<b>Paul Smith</b> Paul@aucklandfootball.org.nz
<b>Waikato/BoP Football</b>	<a href="http://www.waibop.co.nz">www.waibop.co.nz</a>	<b>Mark Hester</b> RDM@waibop.co.nz
<b>Central Football</b>	<a href="http://www.centralfootball.co.nz">www.centralfootball.co.nz</a>	<b>David Lawrie</b> David@centralfootball.co.nz
<b>Capital Football</b>	<a href="http://www.soccer.org.nz">www.soccer.org.nz</a>	<b>Jamie Cross</b> Jamie@capitalfootball.org.nz
<b>Mainland Football</b>	<a href="http://www.mainlandfootball.co.nz">www.mainlandfootball.co.nz</a>	<b>Wayne Stapley</b> Wayne.stapley@mainlandfootball.co.nz
<b>FootballSouth</b>	<a href="http://www.footballsouth.co.nz">www.footballsouth.co.nz</a>	<b>Jeff Clamp</b> RDM@footballsouth.co.nz