

Northern Territory Institute of Sport High Performance Officiating Program Guidelines 2022

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1. Overview

The Northern Territory (NT) Government supports the delivery of sport and active recreation services to the community through a suite of grant programs aimed at increasing the number of Territorians who participate in sport and active recreation, and in turn receive physical health, wellbeing, social and community benefits.

The greatest level of participation in sport and activity recreation in the Territory is in grassroots sport and it is our intention is to ensure NT Government investment provides for the greatest number of people possible, while also meeting the changing needs of the community.

The Northern Territory Institute of Sport's (NTIS) High Performance Officiating Program (HPOP) provides opportunities for and encourages officials from the NT to aspire to and achieve high-level national and international standards of officiating within their sport. By bringing officials and mentors together from various NT sports, they are able to encourage and engage with each other which in turn, stimulates development of themselves and NT officials in general.

The HPOP is focused on the last two stages of Grassroots in the sport and active recreation continuum:

Stage		Participant	Level of Participation
Progression of Skills	Explore	Infants and toddlers	Learn elementary skills such as crawling, standing and walking
	Fundamental Movement	Preschool children	Develop basic skills such as running, throwing and jumping.
Grassroots Sport and Active Recreation	Learn	School children	Develop more refined skills, learn the rules of games and positive attitudes towards sport and active recreation.
	Participate	Young people and adults in clubs and local games	Participate in organised sport, training and active recreation motivated by multiple factors such as enjoyment, performance and challenges.
	Perform	Players in regional and national competitions	Identify and develop talent in sports.
	Excel	Athletes in international competitions	Achieve excellence in one sport and compete at a world-class level.

HPOP is a key strategy of the Workforce Development Plan to build capabilities in higher achieving officials and officiating mentors and helping create capacity and sustainability through the NT Peak Sporting Body (PSB) engaging in the development of HPOP official.

The key objectives of HPOP are:

- The development of future high performing officials;
- Officials achieving higher levels of accreditation;
- Officials appointed to higher levels of competition within their sport;
- Officials and mentors contributing back to the NT sporting community;
- Development of officiating mentors within sports; and
- Shaping PSB's officiating development programs by exemplifying better practice.

The HPOP will provide development opportunities to targeted officials and mentors, and build the capacity of PSB's officiating via:

1. Support to upgrade the official's accreditation;
2. Providing professional development activities (e.g. monthly development sessions, one on one sessions with specialised professionals from nutrition, sports psychology, injury prevention and sports science);
3. Providing a dedicated intensive program that recognises an official's talents and develops holistically a potential high performing official that PSB's could not otherwise provide;
4. Providing facilitated exchange of information and expertise between officials, through targeted activities and forums, that will create a sense of community cohesion, connectedness and wellbeing not only within each sport, but across sport;
5. Support to attend and gain experience at high level competitions;
6. Facilitate the engagement in formal mentor/mentee relationships;
7. The provision of a development program for mentors of the HPOP; and
8. Each official required to give back to sport.

2. Key Dates

Applications open online	16 August 2021
Closing date for applications	18 October 2021 (2pm)
Department officers available for assistance	16 August 2021 – 18 October 2021
Assessment of applications	19 October 2021 – 5 November 2021
Notification of successful applicants	12 November 2021
Induction session	13 December 2021
Opening weekend workshop	5 – 6 February 2022
Monthly meetings and development sessions	February to November 2022
Final weekend workshop	19 – 20 November 2022

3. General Information

- It is **highly recommended** you contact the Department for advice on initiatives before developing and/or submitting an application, this will assist to confirm if the applicant and project are eligible for program funding. Applicant support and feedback is available on request via **08 8922 6841** or email NTIS.CoachandOfficial@nt.gov.au.
- Applications must be submitted submitting any application online via <https://forms.office.com/r/jmqzx56pTd>.
- Successful applicants will be notified of the outcome of their application by mail or email.
- These guidelines supersede all terms and conditions in previous guidelines administered by the Department and form part of any grant agreement for funding provided under this program.
- Funds may not be used for any other purpose than what they are awarded for without first obtaining written approval from the Department prior to committing funds. Retrospective variations will not be supported.
- Funds are not granted retrospectively. Plan your project's timeline to ensure that it commences after the date of notification as per these guidelines.
- Recipients of Government funds will be required to comply with all conditions of a NT Government grant agreement, which includes audit of funding use.
- The NT Government reserves the right to withdraw funding at any time in accordance with grant agreement terms and conditions.
- If a funding recipient does not meet all requirements in the agreement, monies paid may be recovered as a debt due.
- Unexpended grant funds will be required to be returned.
- Grant recipients are required to acknowledge NT Government funding assistance (information on how to do this will be detailed in the grant agreement).
- It is a condition of application that details of successful and unsuccessful applications, including the name of the organisation, amount, purpose, and any special approval conditions may be published or used by the NT Government in any form and at any time. This includes legislatively required reporting of grant payments to the Australian Taxation Office where the recipient has an Australian Business Number (ABN).

4. Structure of the High Performance Officiating Program

The NTIS will support up to ten NT based officials in the HPOP. Nominations are to be made via the respective PSB in the first instance.

The PSB will be responsible for the selection of the mentor at the time of nominating the official, therefore the official's selection will be conditional upon a suitable mentor being in place. PSB's can elect to have more than one mentor at the time of nomination.

4.1. The Program

- ✓ Pre-weekend workshop homework includes tasks such as the nutrition diary, anti-match fixing on-line module for officials, mentoring on-line module for mentors, and goal setting on-line module for both mentors and officials.
- ✓ Two weekend workshops will be conducted with potential content including:
 - Sports science/sports medicine support (e.g. recovery, nutrition, performance psychology, and strength and conditioning.);
 - Professional development (e.g. communication, reflective practices);
 - A 'sport giving back' project (e.g. assisting their sport to develop officials such as supporting the development of first year officials or involvement in a recruitment drive);
 - Behaviour profiling; and
 - Sessions with mentors.
- ✓ Monthly meet-ups will also be scheduled for officials and mentors. These meet-ups will include guest speakers and other development opportunities
- ✓ Biannual meets-ups will also be scheduled for mentors.
- ✓ Mentors and the HPOP official will need to be in regular contact with each other. Contact (e.g. face-to-face, email, video conferencing) would be required at least once every fortnight with a contract drawn between both parties at the first of the weekend workshops.

4.2. Agreement Period

The HPOP will be conducted over a 12 month period running from January to December 2022 and is designed to be flexible and dependant on the individual and the sport.

4.3. Roles and Responsibilities

4.3.1. Northern Territory Institute of Sport

The NTIS manages the HPOP and facilitates development opportunities. The NTIS will be responsible for:

- ✓ Selection of the HPOP officials from the PSB nominations;
- ✓ Assisting in the development of agreements for the HPOP official and mentor;
- ✓ Hosting the Induction Workshop for the HPOP officials, mentors and PSB representatives;
- ✓ Conducting training for mentors;
- ✓ Provision and monitoring of specialist services for HPOP officials;
- ✓ Identifying and providing, where possible, additional services to support HPOP officials;
- ✓ Monthly meet-ups targeting specific professional development opportunities;
- ✓ Monitoring the progress of HPOP officials;
- ✓ Providing advice and support for HPOP officials and mentors as required;
- ✓ Undertaking behaviour profiling; and
- ✓ Hosting the Final Workshop for the HPOP officials, mentors and PSB representatives.

4.3.2. Peak Sporting Bodies

The PSB develops and coordinates the HPOP for each official. They are responsible for:

- ✓ Identifying suitable officials, to the standard required, that have the potential to officiate at the highest level;
- ✓ Selecting suitable experienced mentors, to the standard required, with considerable technical knowledge of the sport and experience at national and preferably international levels;
- ✓ Establishing suitable opportunities for the HPOP officials including professional development, competition opportunities and upgrade of accreditation;
- ✓ Continuing to invest and demonstrate a long-term commitment to developing HPOP officials;
- ✓ Arranging travel to and from all workshops for all mentors;
- ✓ Assisting HPOP officials with the “sport give back” project;
- ✓ Liaising with the NTIS; and
- ✓ The ongoing development of an officiating academy and officiating development programs within the sport.

4.3.3. HPOP Officials

Each HPOP official is required to:

- ✓ Fulfil all HPOP requirements, as specified in these guidelines;
- ✓ Attend the induction and final workshop as well as monthly workshops conducted during the agreement;
- ✓ Contribute to the development of the mentoring agreement;
- ✓ Define goals for the agreement period and beyond;
- ✓ Accept guidance and feedback;
- ✓ Undertake a “sport give back” project, in consultation with their PSB;
- ✓ Be cooperative, trustworthy and maintain confidentiality;
- ✓ Show a willingness to be challenged, flexible and open to new ideas;
- ✓ Be proactive with mentors, specialists and the NTIS;
- ✓ Prepare reports, as required for the NTIS; and
- ✓ Undertake advocacy and promotional activities (e.g. media interviews, web based articles).

The HPOP official will also be required to abide by the NTIS Sport Integrity policies e.g. anti-doping, member protection, child safeguarding, competition manipulation & sport wagering.

4.3.4. Mentors

The HPOP relies upon a formal mentoring relationship agreement that is mutually beneficial for each HPOP official and mentor. The HPOP official will be required to work with a mentor for the duration of the agreement period.

All mentors will be required to complete the HPOP Mentor Training Program or have equivalent experience.

The mentor will be responsible, in consultation with the selected official, specialist service providers and PSB, for assisting and providing regular feedback to the HPOP official throughout the agreement period. This will include:

- ✓ Identifying and recommending to the HPOP official and PSB professional development opportunities for the official;
- ✓ Informing the NTIS and PSB of the HPOP officials’ progress;
- ✓ Attending both Opening and Final Workshops;
- ✓ Involvement in the mentor training sessions – delivered face to face and via webinars;
- ✓ Contribute to the development of the mentoring agreement; and
- ✓ Attending professional development opportunities, as required, with the HPOP official.

The mentor will also be required to abide by the NTIS Sport Integrity policies.

5. Selection and Assessment Criteria

The following criteria will be used by the NTIS to assess nominations for the HPOP:

- The applicant must be an Australian citizen or permanent resident that has lived in NT continuously for a 12-month period prior to the HPOP year;
- Current level of officiating accreditation;
- Current level of competition in which the official has experience in;
- Official is committed and makes officiating their priority within the sport;
- Availability of suitably qualified and experienced mentor(s);
- Both official and mentor must have a current Working with Children Clearance;
- Detailed program description including activities the official will undertake regarding officiating, upgrading/updating their accreditation and professional development;
- Practical officiating environment and experiences available to the official;
- Level of the PSB's support for the individual including program delivery, administration and technical development;
- Defined and structured officiating academies or development programs within the sport, including clear pathways for development of officiating;
- The PSB's long-term commitment to the development of the official once the program finishes;
- Potential for the official and mentor to operate in a high performance program within their sport;
- Must be at least 18 years of age at 1 January 2022;
- Is an NT PSB as defined by the Department of Territory Families, Housing and Communities; and
- The nomination is endorsed and submitted by the PSB no later than 5pm 18 October 2021 together with at least one nominated and confirmed mentor that understands their obligations (please see the *NTIS HPOP Mentoring Program booklet*).

6. Who can not apply

Officials who have been appointed as a senior official on a national team and are regarded by the sport to be a senior official and not a developing official.

7. Contacts

Darwin

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Level 1, Arafura Stadium, 40 Abala Road
Marrara NT 0812
Telephone: 08 8922 6841
Email: NTIS.CoachandOfficial@nt.gov.au

Katherine

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First Street, Katherine NT 0850

Tel: 1800 045 678

Alice Springs

Ground Floor, Mwerre House

60 Hartley Street, Alice Springs NT 0870

Tel: 1800 045 678