

Unit OF12 Develop other officials in their role

Introduction

Summary

Officials operating at this level have valuable skills, knowledge and experience to pass on to the rising generation of officials. This unit is about helping other officials to develop in their role through offering them coaching and mentoring.

The unit is divided into three parts. The first part describes the two things you have to do. These are:

OF12.1 Establish the learning needs of other officials

OF12.2 Help other officials to develop their skills and knowledge

The second part covers the knowledge and understanding you must have.

Target Group

This unit is for officials in a variety of sports and officiating roles at the higher levels in their sport/activity (usually at national level).

Establish the learning needs of other officials

The National Standard

What you must do

To meet the national standard, you must:

1. reflect on your own experience, skills and knowledge and identify how you can help develop other officials
2. work with the other official to identify realistic but challenging goals for their career
3. encourage the other official to appraise their own work and identify strengths and weaknesses in the role
4. observe other officials in their role and measure their performance against the standards of your organisation and any other relevant benchmarks
5. identify and analyse appraisals by other assessors of the official's work
6. consider **other sources of information** about the officials' work
7. provide constructive and positive feedback to other officials and work with them in line with your organisation's requirements to agree areas for development and their learning needs
8. support other officials to develop a plan to address their learning needs and help them achieve their goals
9. provide motivation and support to other officials

What you must cover

This element covers the following types of:

- a other sources of information**
- 1 co-officials
 - 2 competitors
 - 3 competitor representatives
 - 4 media

OF12.2

Help other officials to develop their skills and knowledge

The National Standard

What you must do

To meet the national standard, you must:

1. identify **learning opportunities** consistent with the official's learning needs and personal development plan
2. review the official's progress against their personal development plan
3. acknowledge their achievements and provide constructive feedback on areas where they need further development
4. encourage officials to reflect on and identify **development needs** they may be experiencing in progressing their role
5. help other officials to identify solutions to their **development needs**
6. support other officials in continuing to review and further develop their career and learning plan
7. encourage other officials to give you feedback on the support you have provided and use this to develop yourself further

What you must cover

This element covers the following types of:

a learning opportunities

- 1 formal
- 2 informal
- 3 provided by yourself
- 4 provided by others

b development needs

- 1 relating to skills
- 2 relating to knowledge
- 3 relating to attitudes

What you must know and understand

To be competent in this unit, you must know and understand the following

- K1 Why it is important to use your own experience, skills and knowledge to assist in the development of other officials
- K2 What experience, knowledge and skills you have that others could benefit from you sharing
- K3 Your own strengths and weaknesses in relation to officiating
- K4 Your own strengths and weaknesses in relation to developing others
- K5 Why it is important to help the other official identify their career goals in relation to officiating
- K6 How to monitor and analyse another official's practice
- K7 The difference between observing a co-official to develop their practice and observing a co-official for promotion
- K8 How formative assessment can benefit mentor and trainee
- K9 Why it is important to use objective standards and to draw on other sources of information about the official's performance
- K10 Standards of performance and other sources of information you can use to help you develop a rounded picture of the official's practice
- K11 Why it is important to be supportive and motivational and techniques you can use
- K12 How to give constructive feedback
- K13 Personal development plans, what they should contain and how they should be used
- K14 The types of learning opportunities that are available to officials at this level in your sport/activity and how to access these
- K15 The types of learning opportunities you can provide yourself
- K16 The types of problems that officials at this level experience, in terms of skill, knowledge, experience and emotions
- K17 Why it is important to enable the other official to solve problems for themselves.