



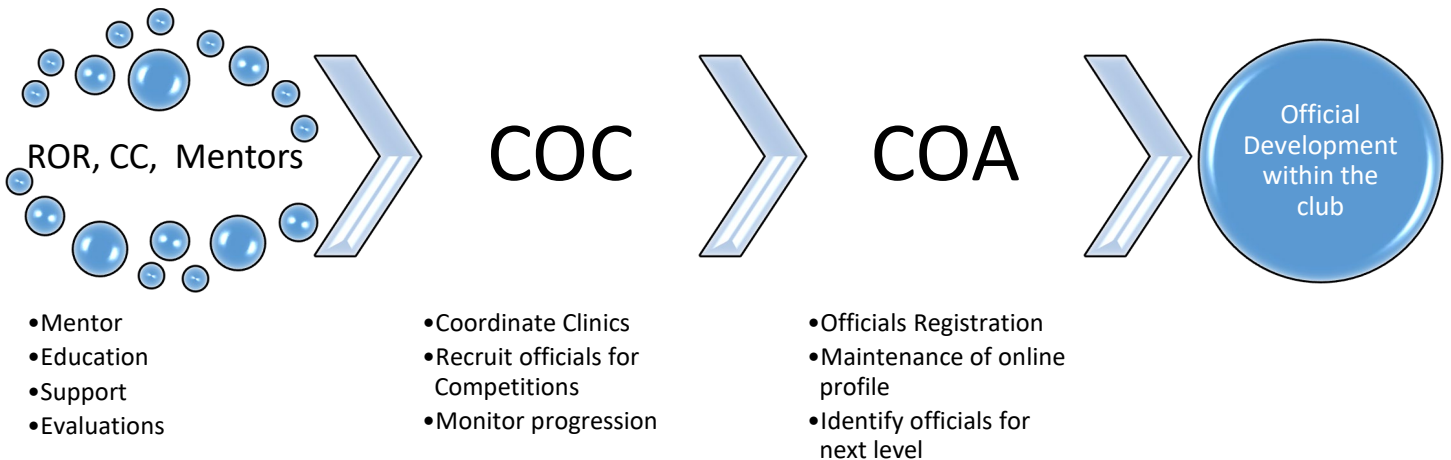
# The Club Officials Chair and the Club Officials Administrator

The following is a summary of the roles and responsibilities of the Club Officials Chair (COC) and the Club Officials Administrator (COA). It is recommended that the roles of the COC and COA are assigned to two or more people.

<b>Club Officials Administrator</b> <b>Role</b> Manage the Swimming Canada Registration System	<b>Club Officials Chair</b> <b>Role</b> Coordinate officials development through clinics & competitions
<b>Duties include</b> <ul style="list-style-type: none"> <li>• Registering officials with Swimming Canada/Swim Ontario</li> <li>• Maintaining officials' online profile information</li> <li>• Identify officials reaching next certification level</li> </ul> <p style="text-align: center;"> <b>Support through Swimming Canada</b>  <a href="mailto:support@swimming.ca">support@swimming.ca</a> or <b>Swim Ontario</b>  <a href="mailto:officials@swimontario.com">officials@swimontario.com</a> </p>	<b>Duties include</b> <ul style="list-style-type: none"> <li>• Coordinating and registering in-person clinics</li> <li>• Coordinating officials recruitment for competitions</li> <li>• Monitor progression of officials development</li> </ul> <p style="text-align: center;"> <b>Support through Swim Ontario, ROR, Competition Coordinator &amp; Mentor officials</b>  <a href="mailto:officials@swimontario.com">officials@swimontario.com</a> </p>

**Regional Officials Representative (ROR), Mentor Officials, Competition Coordinators (CC)**  
**Officials Development Strategies**

- Support and work with COCs and COAs in developing strategies to adequately staff and host a competition
- Mentor and work with COCs and COAs to ensure a continued officials' development within the club
- Facilitate officials development by helping with coordination of club clinics & regional clinics
- Ensure that club officials are informed of new rules, procedures, interpretations and policies of Swimming Canada and Swim Ontario



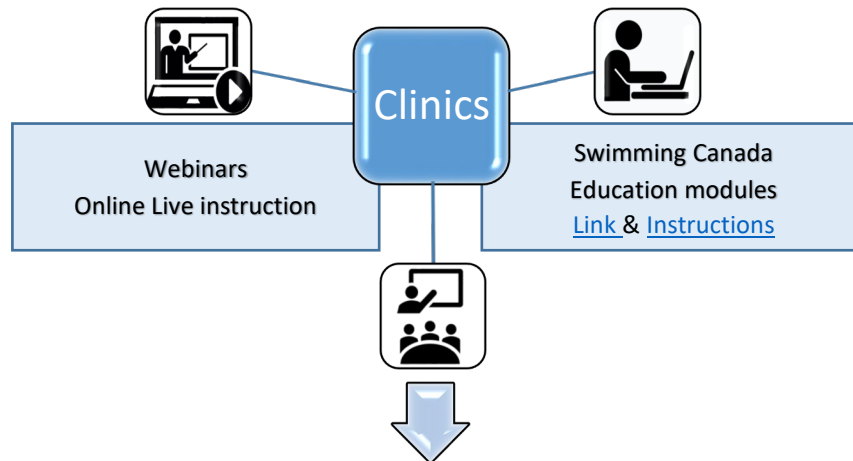
# Registration & Certification

Club Official Administrator - Manage the Swimming Canada Registration System  
 More details in the [RTR User Guide for COA](#)

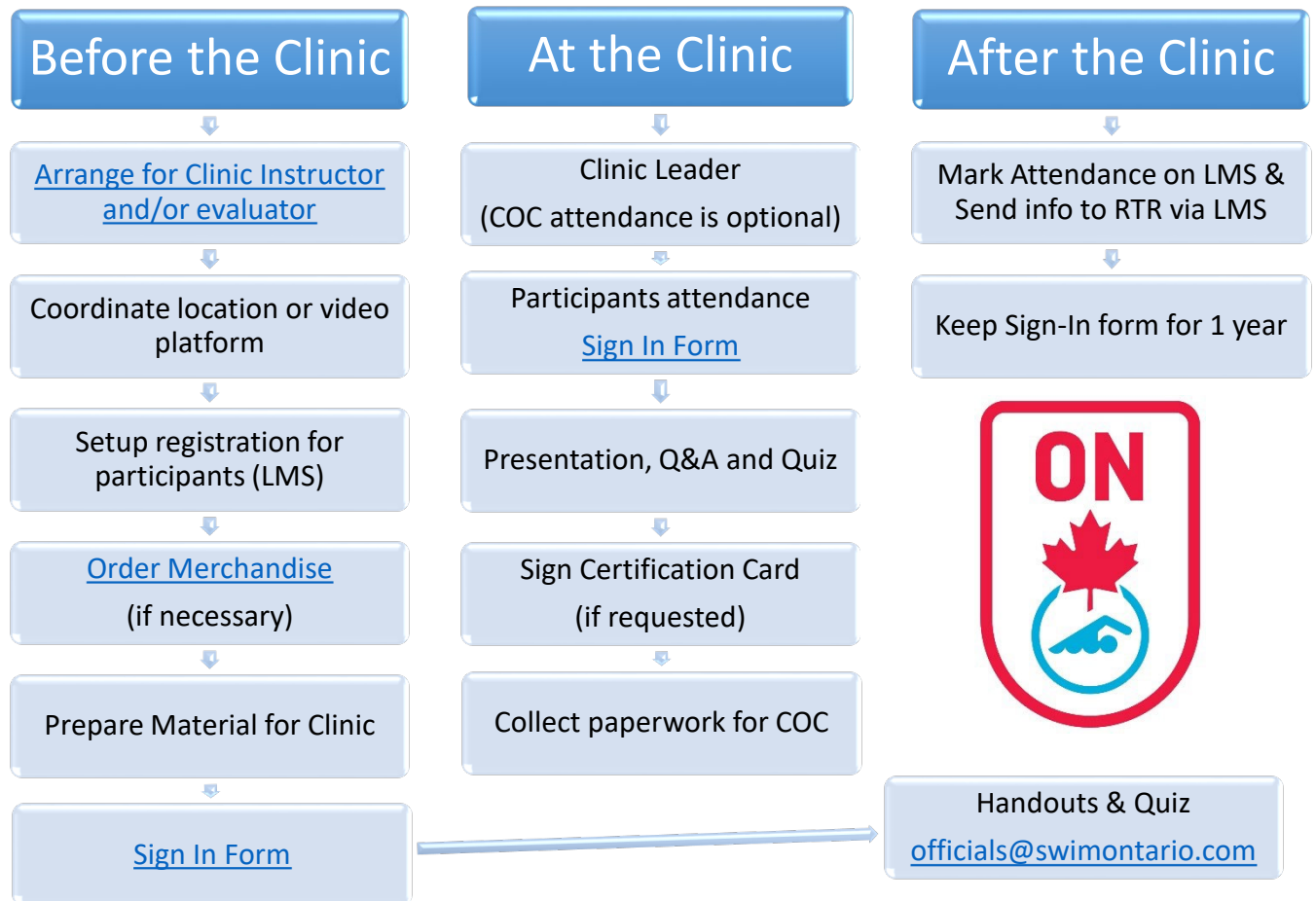


## Certification Pathway Overview

# Officials Clinics



## In-Person Clinics Club Officials Chair – Coordinating & Registering Clinic Guide



For additional details visit the [Swim Ontario website](#)

# Competitions



Club Official Chair - Coordinating recruitment for competitions guide and resources

