

Officials' Evaluations

Inaugural USAC Officials
Summit

March 12-13, 2011





Types of Evaluations

- Evaluations by a dedicated officials evaluator
- Evaluations by the organizer
- Evaluations by teams and riders



Purpose

- ✓ To provide constructive feedback so the official can improve.
- ✓ To establish a data base of qualified officials for national assignments.
- ✓ To locate and assess local officials with potential to advance to National or International rank.
- ✓ To motivate less-than-stellar performers who have potential.
- ✓ To lay the groundwork for discipline or downgrade.
- ✓ To inventory the skills of the corps of officials.





The Evaluation Goal

The evaluation of an official is intended to reflect the

- carefully considered
- objective judgment
- of a qualified reporter
- based on conscientious observations.





Evaluations by Dedicated Evaluators

- This first section will deal specifically with the evaluations by dedicated evaluators



Why Do We Evaluate

- Officials are sometimes the subject of unjust or unfair evaluations or reports by riders or promoters to USAC staff.
- Provides the official and the Technical Director with an objective review of an official's performance by a reviewer who understands the requirements of the position.



Where Do We Evaluate

- At the national level, we usually evaluate at multi-day events where there is a better opportunity to observe a group of officials over a longer period of time in more situations.
- We are not currently evaluating at the Regional level, but are currently developing a program to bring the evaluation process down to the regional level through the RTCs.



Evaluator's Criteria in Selecting an Event

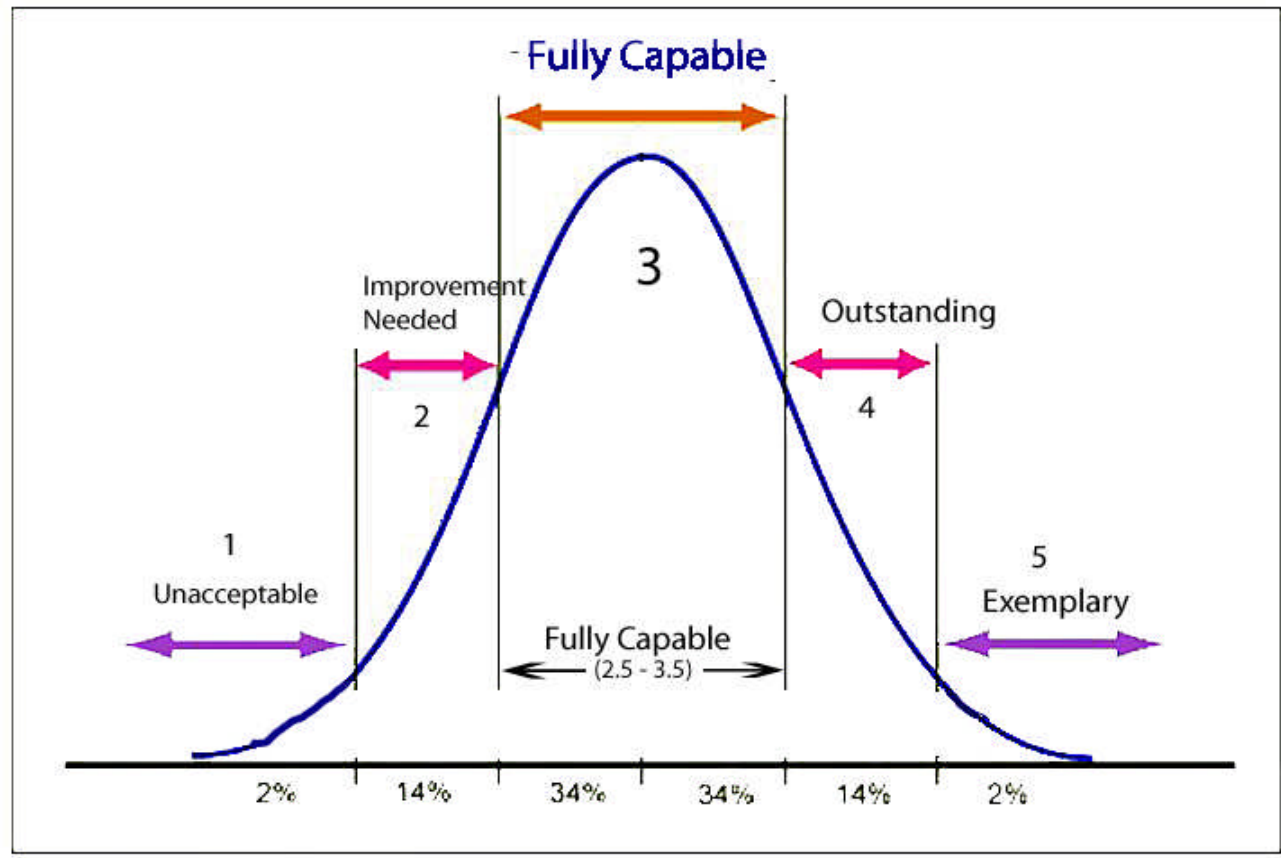
- Newly promoted or less experienced officials working at event.
- Officials whose skill levels are unknown at the national level working at event.
- Officials believed to have skill deficits or professional problems working at event.



Expectations

- The Evaluation is based on observed performance in a particular role during a particular event.
- Evaluation is NOT based on rank or experience.
- You should be performing with a score of “3.”
What does this mean?





What is Evaluated

- “Professional Skills.” These include:
 - Uniform
 - Appearance & Presence
 - Preparation
 - Attitude
 - Communication Skills
 - Interaction with other Officials
 - Interaction with 3rd parties



What is Evaluated

- Technical Skills. These include:
 - Application of Rules
 - Consistency and Impartiality
 - Mechanics
 - Scoring & Results



What is Evaluated

- Management Skills (*CR and CJ only*)
 - Pre-event preparation
 - Assignment/direction of officials
 - Post Event Paperwork

- Motor Referee Supplement
 - This is primarily informational concerning equipment – no scores are given





How are Evaluations Used

- Appointment of Mentor
 - To assist up and coming officials
 - To assist officials having difficulties
- Consideration for Upgrade
- Consideration for assignment to NRC or UCI events



Who Sees or Reviews an Evaluation

- USAC Technical Director
- USAC National Technical Commission Members (on need to see basis)
- The Evaluator
- The Official Evaluated
- Anyone with whom the evaluated officials shares the evaluation.





What if I disagree with an Evaluation

Everyone is given the opportunity to respond to an evaluation in writing. The evaluated official can add any comment(s) believed pertinent. The comments are appended to the evaluation and shared with the evaluator.





How do I know if I'm being evaluated?

- Evaluations are not done secretly.
- The evaluator will make known the fact that evaluations are being done – usually at the pre-race officials meeting.



The 2001 Technical Evaluation Form

Evaluation of USACycling Official

The Official Evaluated

Name	Bob Smith
License #	111111
Category	B
Principal Position	Chief Referee

The Evaluator

Name	Dan MacLeod
Function at Event	Evaluator

The Event

Name of Event	Vuelta a Boulder
Event Date(s)	January 1, 2011
Event Category	E
Discipline	Road
Special Characteristics	0
Difficulty of Event	Easy
Total Officials on Crew	4

1 = Unsatisfactory 2 = Improvement Needed 3 = Fully Capable 4= Outstanding 5 = Exemplary X = Not Evaluated/Applicable

Evaluation -- Professional Aspects

Uniform	2.0
Appearance & Presence	3.0
Preparation	3.0
Attitude	3.5
Communication Skills	3.0
Interaction with other Officials	3.0
Interaction with 3rd parties	3.0
<i>Professional Average</i>	2.9

Evaluation -- Technical Aspects

Application of Rules	1.0
Consistency and Impartiality	3.0
Mechanics	3.0
Scoring and Results	X
<i>Technical Average</i>	2.3



2011 Technical Evaluation Form

Evaluation -- Management Aspects (CR and CJ)		Summary	
Pre-event preparation	3.0	Overall Average	2.8
Assignment/Direction of Official	3.0	Overall Median	3.0
Post Event Management	3.0	Official challenged at this event?	No
<i>Management Average</i>	3.0	Evaluators Overall Impression	2.0

Motor Referee Supplement

Motor Category	Make/Model of Motorcycle
Safety Gear	Was Motorcycle suitable?
Ancillary Equipment	If not, why not?

Comments & Recommendations --

Bob in general did a good job. I had to mark him down on uniform because he is still wearing the old USCF shield patch instead of a proper logo. Other than that, his uniform was neat and proper. I marked him up on attitude because he showed excellent demeanor and calmness in the face of some very angry parents. Unfortunately, I had to mark him way down for his decision to let the entire junior field ride without helmets because one of the riders didn't have a helmet and he felt it would not be fair to let one person ride without a helmet and make the others have theirs on. This, of course, did lead to the angry parent situation that he handled so well.



Evaluations by Organizers

- Starting this year, organizers will be given the opportunity to evaluate their crews.
- This will definitely apply to all International Races, all National Championships, and all NRC races
- We are currently working on a model for how to get this to other races
- Separate form for organizers.
- Less technical, and covers points specific to organizers



Form for Organizers



USA Cycling Officials Evaluation

This review sheet is for internal use by USA Cycling for organizers to review the performance of USA Cycling officials. Our goal is to gain feedback regarding the officiating crews we assign to our events. Your evaluation will help the officials improve, help USA Cycling identify talent that should be encouraged as well as identify improvements needed, and will help the overall event. We hope that this will create a stronger officials program in the years to come. To select a box simply click on it.

General Information	
Race Name	
Date(s)	to
Organization Name	
Phone and/or email	

Answer the yes/no questions as appropriate. If you were not in a position to observe a particular area, check N/A. Rank the numerical items on a scale of 1 to 5, **1 being the worst and 5 being the best**. The expected level of performance of a fully competent official is a 3. Anything more or less than that should also be accompanied by an explanation. If necessary, include additional pages for comments.

Pre-Event Planning

1. Chief Referee

- | | Yes | No | N/A |
|--|--------------------------|--------------------------|-----|
| a. The Chief Referee was responsive before the events. | <input type="checkbox"/> | <input type="checkbox"/> | |
| b. The Chief Referee managed the officiating crew effectively. | <input type="checkbox"/> | <input type="checkbox"/> | |

2. Technical Guide

- | | | | |
|--|--------------------------|--------------------------|--|
| a. The Chief Referee was consulted on the Technical Guide. | <input type="checkbox"/> | <input type="checkbox"/> | |
| i. The consultation was instigated by the Chief Referee. | <input type="checkbox"/> | <input type="checkbox"/> | |
| b. The Chief Referee studied the race detail in advance of their arrival at the event. | <input type="checkbox"/> | <input type="checkbox"/> | |



3. Pre-race meetings:

- a. There was a rider or managers' meeting.
- b. The meeting was conducted professionally.
- c. How long did the meeting take? Hours Min.

Rate how the officials handled the managers meeting: 1 2 3 4 5

4. Over-all Pre-event

- a. When asked, the Chief Referee provided helpful advice during my planning process.
- b. Rate your overall impression of the Chief Referee's Pre-Event process:

1 2 3 4 5

Comments:



During the Event

- | | | | |
|---|--------------------------|--------------------------|--------------------------|
| 1. The Chief Referee consulted with the organizers: | Yes | No | N/A |
| a. on any changes made before the event started | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| b. on any decisions made during the events (e.g. time cuts) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

- | 2. Event Management (please rate): | 1 | 2 | 3 | 4 | 5 | N/A |
|--|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| a. The officials were on-site one hour in advance of the start for any consultation. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| b. The officials managed equipment given to them efficiently and properly (i.e., caravan cars, radios, etc.) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| c. The officials managed and cooperated well with volunteers (caravan drivers, marshals, etc.) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| d. The officials were self-sufficient | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |



3. Chief Judge	Yes	No	N/A
a. The results were accurate and timely	<input type="checkbox"/>	<input type="checkbox"/>	
If No, the problem was attributed to issues with:			
<input type="checkbox"/> The Chief Judge	<input type="checkbox"/> The timing company		
b. Protests were handled efficiently	<input type="checkbox"/>	<input type="checkbox"/>	
c. The Chief Judge informed the organizer in a timely manner of any important changes (e.g., protests that affect awarding of jerseys, protests affecting order of finish for media, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Given the choice, I would work with this Chief Judge again.	<input type="checkbox"/>	<input type="checkbox"/>	
Comments:			



Post-Event Functions

1. Chief Referee:

The Chief Referee respected me as a partner and took my input seriously.

Yes No N/A

The Chief Referee conducted an exit interview.

Rate the value of the exit interview:

1 2 3 4 5 N/A

Rate the value of the feedback based on how reasonable and helpful you find it to be:

1 2 3 4 5 N/A

The Chief Referee was responsive after the event.

The Chief Referee understood the complexities and limitations of putting on my event (e.g., recruiting and managing volunteers)

Given the choice, I would work with this Chief Referee again.

Comments:

Overall Evaluation

1.	Please rate the overall performance of the officials:	1	2	3	4	5
a.	in terms of technical skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b.	in terms of people skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments:

Thank you for your help! Unless given other instructions, please send this review to Shawn Farrell at sfarrell@usacycling.org

- I wish to remain anonymous
- You may share my name and feedback in this form with the officials in question.





Team and Rider Evaluations

- Also this year, teams and riders will be getting the opportunity to evaluate officials
- There is a slightly different form for them to use.
- We are still working out the details of delivery of this, but the more online, the better.



Team and Rider Forms

Answer the yes/no questions as appropriate. If you were not in a position to observe a particular area, check N/A.

Rank the numerical items on a scale of 1 to 5, 1 being the worst and 5 being the best.

The expected level of performance of a fully competent official is a 3. Anything more or less than that should also be accompanied by an explanation. If necessary, include additional pages for comments.

Pre-Race Functions				
1. Registration	Yes	No	N/A	
a. Were there officials at registration?	<input type="checkbox"/>	<input type="checkbox"/>		
b. Was the process quick and accurate?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
c. Were you treated in a professional manner?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
d. Please rate your overall impression of Registration				
1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
Comments:				



2. Pre-race meetings:

- | | | | |
|--|--------------------------|--------------------------|--------------------------|
| | Yes | No | N/A |
| a. Was there a rider or managers' meeting? | <input type="checkbox"/> | <input type="checkbox"/> | |
| b. Was the meeting conducted professionally? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| c. Was the meeting convenient to the race venue? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| d. Were your concerns addressed during the meeting? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| e. How long did the meeting take? Hours Min. | | | |
| f. Please rate the how the officials handled the managers meeting: | | | |
| 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> | | | |

Comments:

Race Functions		Low	—————>			High	
1. Races:	Please rate the following aspects of the officials crew:	1	2	3	4	5	N/A
a.	Sufficient number of officials	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b.	Experience level of the officials	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c.	Management of the event	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d.	Race Communications	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e.	Professionalism and Courtesy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f.	Handling of difficult situations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



Post-Race Functions

1. Results:

Yes No

Were Complete results available within 30 minutes?

Did the event have a professional results company?

Were the results accurate?

1 2 3 4 5

Please rate the overall results process:

Comments:

Overall Evaluation

1. Please rate the overall performance of the officials:

1 2 3 4 5

a. in terms of technical skills

b. in terms of people skills

Comments:



■ Questions?

