



Ontario Lacrosse Association  
Invitational Tournament Referee-in-Chief Job Description



**Title:** Invitational Tournament Referee-in-Chief (RIC)

**Reports to:** Tournament Convener and Zone Referee-in-Chief (RIC)

**Qualifications**

- 1) Recommended to be at least a level 3 referee who is a member in good standing with the OLRA.
- 2) Should have at least 3 years of refereeing experience.
- 3) Should possess the following characteristics: leadership, responsibility, professionalism, proper conduct, rapport in the community, respect for the game and its participants.

**Appointment**

- 1) Invitational Tournament RIC is a position appointed by the host association in conjunction with the tournament executive/convener.
- 2) Appointment must be approved by the Zone RIC.
- 3) Appointment must be ratified by majority vote of the Zone Membership.
- 4) In case of disagreement, the appointment is subject to approval by the OLA.

**Responsibilities**

- 1) Must be familiar with the most current of the following documents:
  - OLA Constitution and Bylaws
  - Zone Rules and Regulations
  - CLA Rule Book
  - Applicable CLA and OLA memos and technical bulletins
  - Invitational Tournament Guidelines as produced by the OLA
- 2) Attend all tournament organization meetings and host association/zone meetings as requested.
- 3) In conjunction with the tournament convener, determine a process for distributing game fees to officials.
- 4) Confirm with tournament convener specifics relating to attending officials (Will water be provided? Is lunch available for officials? Are there accommodations? Will mileage be paid?)
- 5) Obtain and provide a copy of the tournament playing schedule and specific tournament playing rules to the Zone RIC a minimum of 14 days prior to the tournament start date.
- 6) Provide a copy of the tournament referee schedule to the Zone RIC and tournament convener a minimum of 10 days prior to the tournament start date for feedback. Provide the Zone RIC and tournament convener a revised referee schedule within 24 hours of receiving feedback.
- 7) Referee assignments for the final day of competition should be completed the day prior and with consultation of the tournament convener. In case of dispute, the decision of the tournament convener and OLA representative is final.
- 8) Provide the Zone RIC and tournament convener a list of all attending officials complete with name, phone number(s), email addresses and level 10 days prior to the tournament start date.
- 9) Provide attending officials with their assignments and tournament specific playing rules a minimum of 5 days prior to the start of the competition.
- 10) Ensure all attending officials confirm their assignments in writing a minimum of 72 hours prior to the tournament start date.
- 11) Actively recruit officials for the tournament. Consider all level of play and number of teams in doing so. Seek the assistance from the Zone RIC and other Association RICs in recruiting an adequate number of qualified officials.
- 12) Ensure that a member of the tournament executive has been assigned to recruit competent timekeepers.

- 13) Where possible, develop and implement a tournament supervision plan in conjunction with the Zone RIC.
- 14) Be available in person to provide support for officials who are completing special incident reports as part of their post-game duties. Ensure that all game reports are completed with accuracy.
- 15) Be available for in person hearings as requested by tournament convener.
- 16) Within 14 days of the completion of the tournament, submit a short written reflection to the Zone RIC and tournament convener complete with referee list, referee schedule, special incident reports (copies acceptable), supervisions (copies acceptable) and suggestions for improvement.