



CCC OFFICIALS LEVEL 3 CERTIFICATION COURSE

Jan 31 – Feb 4, 2018

Gatineau, Quebec

Join fellow cross country ski officials from across Canada for this exciting opportunity to learn from a variety of our sport's top officials, to share event management experiences and to network with other club, division and national officials. Offered in conjunction with the 2018 Haywood NorAm Eastern Canadians hosted at the Nakkertok Nordic Centre it represents an ideal opportunity to review a number of interesting event formats including Para-Nordic under the direction of an experienced Organizing Committee. This facilitated course will combine a series of expert-led sessions with on-site event observation assignments and participant presentations on pre-course assigned topics. Pre and post course assignments complete the evaluation components of this course.

The LEVEL 3 OFFICIALS COURSE is designed to prepare officials to:

1. effectively structure, staff and manage a Competition Committee at Division through National level events,
2. perform any "major official" role at the National Championship level,
3. lead an event organizing committee for a major event,
4. perform the role of a Divisional TD,
5. be familiar with CCC technical packages, CCC/FIS rules and make appropriate rule interpretations as they apply to CCC Tier 1 and Tier 2 level competitions
6. be able to provide a risk management assessment for a race site and develop an effective Risk Management plan.
7. teach the Level 1 and 2 Officials clinics after having achieved Certification

TARGET PARTICIPANTS:

- Qualified Level 2 Officials seeking Level 3 certification (requires your Division recommendation which confirms your completion of Level 3 prerequisites as recorded in your experience log in the CCC Officials Registry. **See below reference from the Officials' Manual – updated Oct 2012**)
- Existing Level 3 and 4 Officials/TDs who have not been recertified since 2008 (i.e. have not taken a Level 3 Officials Course or CCC/FIS TD Seminar Course.)
- Guest participants who belong to OCs that will be hosting Tier 2 level competitions in the near future. (Guests should email Len Apedaile <apedaile@uniserve.com> for approval)
- Please note that if the course is over-subscribed then participants will be selected on the basis of their levels and breadth of officiating experience as noted in their Officials Registry documentation. Visit: <http://officials.ccski.com/main2.php?lang=en-CA>

MEETING HEADQUARTERS:

Johannsenhus, Nakkertok

COURSE SCHEDULE:

4 pm - 8 pm	Wednesday, Jan 31, 2018
8 am – 9 pm	Thursday-Saturday, Feb 1 – 3, 2018
9 am – 2 pm	Sunday, Feb 4, 2018

These represent blocks of time that will be filled with presentations, discussions, site visits, on ski course inspections and observation activities along with sufficient breaks. The course schedule includes attendance at Team Captains' Meetings, races, etc.

COURSE MATERIALS:

Bring your copy (on paper or on a laptop) of the

- CCC/FIS Rules & Regulations (with annual updates)
(<http://www.ccski.com/Events/Rules-and-Regulations.aspx>)

- 2018 Cross Country National Championships Technical Package, and the 2018 NorAm Technical Package (<http://cccski.com/Events/Technical-Packages.aspx>)
- CCC Officials Manual V3.4. and 2018 Guidelines for Jury Work - <http://cccski.com/Events/Officiating.aspx>

Access to additional pre-reading material and resources will be provided upon registration for the course on CCC's E-learning website at <https://cccofficials.moonami.com/login/index.php>

CLOTHING & EQUIPMENT:

Bring clothing suitable for outdoor assignments during the competition. Include your ski equipment (skate and classic) so that you may take part in the on-course inspections and also get in some recreational skiing before or after the course.

TRAIL FEES, MEALS:

Trail passes will be made available through the event OC when using the trails for course work. Participants will be responsible for paying for their own meals. Daily transportation between the hotel and the race site by car pooling will be provided.

ACCOMMODATION:

Quality Inn & Suites: 111 rue Bellhumeur, Gatineau, QC

A limited number of shared rooms (2 double beds) have been reserved at the Quality Suites for course participants with a per room price of \$112. Please inform CCC when confirming your registration at 613 445-3527 or ddyer@cccski.com for the course and your interest in shared or single accommodation. If you are booking for two please confirm both names at the time of confirmation.

The hotel is approximately 12 minutes from the race site. An on site meeting area will also be available for Level III participants.

REGISTRATION DEADLINE:

January 12, 2018

REGISTRATION PROCESS:

- 1) Acquire your Division's approval and email to Dave Dyer. (**See attached form.**)
- 2) Pay the registration fee for this course via the CCC Office (see "REGISTRATION FEE" section)
- 3) Once payment has been completed you will receive your course access code (**enrollment key**). This permits you to register into the Level 3 course at the CCC Officials E-Learning site <https://cccofficials.moonami.com>. (If you have not previously registered at this CCC E-learning site, you must first create a log-in. Once you have logged-in, you will be able to use your 'enrollment key' to register yourself into this Level 3 course.) If you have problems with this step, contact Len Apedaile <apedaile@uniserve.com>

REGISTRATION FEE:

\$150.00 - Payment must be completed by phone (or in person) at the CCC office. Call toll free - 1 877 609 3215 and speak with Cindy at ext 36. She will accept only credit card payment over the phone.

FACILITATORS:

Len Apedaile
FIS and WPNS (IPC) Licensed TD: CCC rep to FIS Rules Committee, Chairman-WPNS Technical Committee

TD experience includes: CCC NorAms Canmore-2012, Rossland-2014, Sochi Paralympics, National TD at FIS World Cups – Canmore 2012, Montreal & Quebec 2016, multiple IPC WC & WCH Chief of Competition experience includes club, loppet and divisional level races, 2007, 2009 IPC World Cups

Al Maddox

FIS Licensed TD: **TD experience includes:** 2002 OWG – Salt Lake, Lahti WC 2010, 2005 Oberstorf WSC, 1998 OWG Nagano + 12 other WCs. Chief of Competition experience includes: 95' WNSC, World Cup, National Championship, Canada Cup and NorAm events.

PRESENTERS:

Dave Dyer – CCC Race Director
Others: tba

Once you have completed registration at the CCC E-learning site for this course you will find:

- a detailed course outline,
- a list of pre-reading and a pre-course assignments
- course evaluation criteria
- links to additional current resources

This L3 Course offering is scheduled to be opened no later than January 15, 2018 at

<https://cccofficials.moonami.com/login/index.php>

To enter the course online you will need to have your 'Enrollment Key' supplied by the CCC office.

For your convenience, we have provided the following reference.

LEVEL 3 OFFICIALS CERTIFICATION

(From CCC Officials Manual, Version 3.4, Revision July 2013) <http://cccski.com/Events/Officiating.aspx>

Level 3 - Event Organizer

A Level 3 official will be able to:

- perform any “major official” role at the national championship level.
- effectively structure, staff, and manage a competition and event organizing committee at the division through to the national level.
- be familiar with the CCC and FIS rule book and make appropriate rule interpretations as they apply to division level competitions. Be able to provide a risk management assessment for a race site and develop an effective Risk Management plan.
- teach the Level 1 and 2 Officials clinics after having achieved Certification.

Course Particulars:

- theoretical training is conducted during a 4-5 day seminar incorporating observation of a national level or regional championship competition that covers at least 3 different race formats.
- course conductors will be assigned by the Events Committee.
- Certification will be based on passing a series of pre and post assignments and the course conductor's recommendations.

Prerequisites:

The course participant must:

- be recommended by his/her division.
- have performed at least two different “major official” duties and at least three different “secondary official” duties at the division cup or national championships (or equivalent) level events (log book documentation will be required).
- hold Level 2 officials certification.

To maintain certification:

- maintain active interest by working as an official and/or as a TD in club and divisional or provincial events every year.
- certification will be reviewed and re-assessed every five years by the CCC Event Committee.

Level 3 Technical Delegate – Divisional TD

A Level 3 TD will be able to:

- perform the role of a Divisional Technical Delegate for events which require the overseeing and performing of all aspects of officiating at the division level for division cup and popular cross-country ski (loppet) competitions.
- perform roles described for a Level 3 Event Organizer

Course Particulars:

- See Level 3 Event Organizer course.

Prerequisites:

The course participant must:

- be recommended by his/her division.
- have performed at least two different “major official” duties and at least three different “secondary official” duties at the division cup or national championships (or equivalent) level events (log book documentation may be required).
- hold Level 2 officials certification.

Certification Requirements:

- Complete all requirements of a Level 3 Officials Course
- Successfully perform one (1) divisional apprenticeship TD assignment or Jury member role
- must be an active skier, able to ski courses in both techniques and in a reasonable timeframe in order to inspect and assess the quality of the course preparation and tracksetting

To maintain certification:

- maintain active interest by working as an official and/or as a TD in club and divisional or provincial events two of every three years.
- must attend once every two years, either CCC's Annual TD/OC Update Webinar or a FIS TD Certification Seminar
- must maintain good skiing abilities and be able to ski courses in both techniques and in a reasonable timeframe in order to inspect and assess the quality of the course preparation and tracksetting.



LEVEL 3 OFFICIAL - CANDIDATE PREREQUISITE FORM

**CCC OFFICIALS COURSE – LEVEL 3
Gatineau, Quebec
January 31-February 4, 2018**

Complete and send as an email attachment to

Dave Dyer - Email: ddyer@cccski.com

Ph: (613) 445-3527 (613) 297-9504 (Cell)

Candidate's Name: _____ Candidate's Email: _____

Candidate's Division: _____

Division Rep. Authorization provided by: _____ (Please provide full name)

Division Reps. Phone #: _____ Division Reps. Email: _____

A short summary of your most recent officiating experiences involving a major role (include the year).
(This list should fulfill the prerequisite requirement outlined below. PLEASE READ CAREFULLY)

1. _____
2. _____
3. _____
4. _____

Quick Reference:

PREREQUISITES of Level 2 candidates for Level 3 Certification:

- be recommended by his/her division
- have performed at least two different "major official" duties and at least three different "secondary official" duties at the division cup or national championships (or equivalent) level events (*Your 'Experience Log' on the CCC Officials Registry site must be updated accordingly with these details*).
- hold Level 2 officials certification.