

NAWGJ-NEW YORK NORTH ASSIGNING BEST PRACTICES

Based on USAG 2024-2025 Rules & Policies

Adopted as of 09/01/24, page 1

Eligibility Requirements for an Official to be Assigned:

[\(2024-2025 Rules & Policies, Page 33, Chapter 5, section III, E.\)](#)

- Active Member of the organization to which they are being assigned. (Ex. USAG, NGA, Etc.)
 - a. Must be current on all membership requirements.
 - b. Must have submitted CPE requirements by **July 31st** to be eligible for assignments. Officials **CANNOT BE** assigned if CPE is not up to date. *(if it is an absolute necessity to assign an official delinquent on CPE requirements then that judge's compensation is reduced by (\$5/hour) regardless when they get current)*
 - c. Certified and actively judging at the level of meet assigned.

Assigning Process for Local, Sectional and Invitational Competitions:

[\(2024-2025 Rules & Policies, Page 33, Chapter 5, Section III\)](#)

- Assignments start on August 1st each year, following these priorities in the order of importance:
 - 1.) CPE compliant properly rated officials
 - 2.) Request by the Meet Director for specific judges or specific ratings.
 - 3.) Minimum rating required to judge the specific meet.
 - 4.) Geographical location of the meet with preference to keep costs down for the Meet Director.
 - 5.) CPE non-compliant officials will be assigned **ONLY** if there are not enough CPE-compliant officials available.

Please note: *Holding a specific rating does not ensure a judging assignment.*

Assigning Process for State, Regional and National Championships:

[\(2024-2025 Rules & Policies, Page 34, Chapter 5, Section III, H. I. J.\)](#)

- Judging selections to the State, Regional and National championships are explained in the 2024-25 USAG Rules and policies and **are not** the responsibility of NAWGJ-NYN.
- Criteria and process for selecting judges for State and Above competitions are chosen by the State USAG committee (Larry Goldsmith, Chair) and Regional Committee (Michelle Archer, Chair)

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NAWGJ-NYN will be using the GymJas judging assigning system:

In order to ensure assignments and contracts are being assigned according to USAG Rules & Policies, we have adopted the below guidelines to be adhered to by our NAWGJ-NYN membership.

1. Members need to make sure all personal information is accurate and complete on the GymJas website (ex. Email, phone #, address, etc.)
2. Members must be sure posted membership expiration dates are valid and compliant
 - a. (Ex. Safesport, Background, CPE, etc.)
3. Members availability must be kept up to date; any changes should be made in a timely fashion.
4. If you decline a contract for a date you had previously marked as available, your name will be moved to the bottom of the availability list for that date.
5. Multiple declines within a period can result in loss of an assignment(s) (Ex: choose to decline a meet for a better assignment, Availability not kept current resulting in multiple declines.) Keeping your availability updated can avoid having to decline an assignment.
6. Assignments must be **accepted** or **declined** within two (2) weeks of the date of the request.
7. If an official is unable to fulfill their obligation due to personal reasons after submitting the contract, they may be required to reimburse certain expenses according to USAG policies. ([2024-2025 Rules & Policies, Page 32, Chapter 5, Section I, G. b.\)](#))
8. Missing or inaccurate information on your GymJas profile can impact communication with the assignor, potentially leading to fewer assignments.
9. Officials are responsible for listing any affiliation on their GymJas Profile. Refer to USAG Rules & Policies for guidance. ([2024-2025 Rules & Policies, page 32, Chapter 5, Section II](#))
10. All assignments are made according to Meet Director requests and adhere to USAG guidelines, with the goal of minimizing costs for the Meet Director.

All assignments are made in accordance with USAG rules. For clarification, please refer to the most current Rules & Policies at usagym.org/women/rules/.