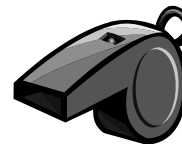


WHISTLE CHATTER Play-Off Platter



TASO – Austin Chapter – Volleyball

BUSINESS MATTERS

1. When Assignment Secretary calls, be positive of where to go and time of match. Repeat back to confirm information.
2. Have contact person and phone numbers.
3. Print name, address, Social Security number, mileage, meal (when applicable), and match fee by gate receipts. EXPLAIN GATE RECEIPTS!! Double header . . . split gate . . . EACH MATCH PAID SEPARATELY AS A SINGLE MATCH.
4. Find out what school and person is responsible for payment. Be up-front and say, “In case there is a problem, who do we contact?”
5. Take two Contract Sheets to each game. After all signatures have been obtained, **one** copy is given to the school responsible for payment, and the other is returned to the Chapter Secretary.
6. Don't leave rule books, volleyball information or personal matters behind.
7. Sign both score books . . . legibly and in proper place.
8. Parking spot provided?
9. No recruiting of matches . . . If asked “are you available if they win“, tell them to contact the Chapter Assigning Secretary.

PUBLIC RELATIONS MATTERS

1. You represent the Chapter. . . Improve its reputation.
2. UNIFORM . . Clean, neat, white shoes, jet black pants, NO SHORTS. Travel neat and then change. Same for lines people. Carry net chain, air gauge, and ball pump.
3. FIND GYM ONE HOUR AHEAD OF SCHEDULED MATCH TIME. Be court-side 40–45 minutes before match time. A play-off match is your **JOB** for the afternoon or day if need be.
4. Be congenial to administrators and coaches; particularly ones you don't know – – don't overdo! Be professional. Don't blow your horn about big matches or say anything close to a scouting report. Remember Athletic Director and Administrator may be there for the first time. Social chit-chat is inappropriate . . . remember to be particularly careful of friendly talk to coach you know when opposing coach is an unknown to you.
5. NEUTRAL SITE . . . There may be tense feelings between opponents. Be cool, easy going, firm when needed and professional . . . In other words, convince them they are getting a good job for travel expenses.

THINGS TO CHECK

1. Facilities, net, antennas, padding, stand, playable area, benches, etc.
2. Duties of R1. Duties of R2.
3. Score table . . . Score book, timer, assistant score keeper.
4. Lines people . . . two officials, adults or students.
5. BALL . . . Approved with correct amount of air.
6. UNIFORMS, numbers, rosters . . . Warn coaches **two minutes** before roster should be turned in!
7. Warm-up procedures.
8. Cheerleaders, photographers, fans sitting on floor.

OFFICIATING DETAILS

1. Keep cool, relaxed . . . Even in heated situations. Be methodical.
2. Mediate situations with suggestions (warm-ups, seating around team).
3. Officials assigned from two (2) different chapters . . .
 - a. If R1 and R2 positions are not decided ahead of time by coaches, try to decide with other official away from coaches . . . Usually higher division goes up or flip. If coaches want to witness flip . . . Fine . . . Then excuse yourselves to set game plan. In a double header between two districts, usually each official goes up for the first place team from their district.
 - b. Work for a working relationship and stress communication during match. Eye contact.
 - c. Use R2, lines people, score table . . . Check to see if ready after timeouts.
 - d. Other official may be your only friend in gym . . . Leave court together.
4. If you are scheduled to call lines, take care of “your” information on the paysheet, then sit down and wait for further instructions. **DO NOT** check net, ball, etc., unless you are specifically requested to do so.
4. Thank lines people, score table, co-official and host school person.

TRAVEL TIPS

1. Use map and plot ahead of time; time to be at check point to make arrival time.
2. If we don't have specific directions for school . . . **ASK!!**
3. **EMERGENCY PROBLEMS** . . . Use DPS and Local Police.
4. If carrying lines people with you . . . Pick them up . . . Pack cooler & snacks.
5. Scout restroom stops on way!
6. Use designated parking place and security or park in well lit area.
7. Eating out . . . Plan ahead . . . Pay for part of lines peoples' meal if they don't get meal allowance.