



Guide to Training and Development



ENGLISH
BOWLS
UMPIRES
ASSOCIATION

Guide to Training & Development

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Introduction

For many years Lawn Bowls Umpires trained by the EBUA have been recognised as some of the best throughout the World. The training that has taken place and the standards set in the assessment of candidates has always ensured that the levels reached are maintained.

Our programme of Training and Development is designed to develop your knowledge of the Laws of the Sport and experience in Marking and Umpiring. Starting with your application, we aim to provide you with the resources and training needed to achieve your personal goals whether that is to mark at your local club or officiate at the World Championships.

This guidance summarises the processes adopted for training and assessments of all grades of official, nationally, by the EBUA.

EBUA Development Officer

October 2023



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Training & Development Structure & Personnel

The Training & Development Committee is responsible for defining both the instruction and assessment procedures, where appropriate, for all grades of officials within the EBUA. It reports directly to the Executive Committee via the Development Officer and consists of three Area Secretaries a National Trainer and Assessor and a Training Administrator.

Development Officer : responsible for the development, planning, co-ordination and delivery of training and assessment programmes for umpires.

Umpire Trainers & Assessors : responsible for coordinating, facilitating and delivering training and assessments to existing and prospective umpires.

Training Assistants : assist the Umpire Trainers in delivering the Training Workshops by setting up and assisting with measuring exercises, delivery of individual portions of the training programme and administration associated with course fees and training documents. They also assist the Umpire Assessors by coordinating the flow of candidates through the assessment stages, collating the assessment papers and calculating candidate marks.

Training Administrators : responsible for the administration of all processes involved in the training and development of umpires. Including, marking all workbook papers for new candidates and those applying for upgrades.

Marker Trainers : responsible for delivering Markers Courses.

Working Assessors : responsible for conducting working assessments for both Markers and Umpires.

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Grades of Official

EBUA Officials fall into several grades, each attained on the basis of experience, competence and assessment.

Grades of Marker



**EBUA
Club
Marker**

**EBUA
Regional
Marker**

**EBUA
National
Marker**

Grades of Umpire



**EBUA
Regional
Umpire**

**EBUA
National
Umpire**

**EBUA
International
Umpire**

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EBUA Marker

A standalone grade for EBUA members who wish to be assessed as Markers. These grades also complement the marking abilities of EBUA Umpires. An EBUA Marker is able to mark in competitions where assessment of their work has determined that they have suitable experience and competence

EBUA Regional Umpire

The entry grade of a qualified umpire. An EBUA Regional Umpire is entitled to officiate in competitions managed by local clubs, counties and other regional bodies.

EBUA National Umpire

The highest qualification stage for an Umpire. The National umpire is able to officiate in all events governed by the National Governing Bodies. An upgrade candidate must already be an experienced EBUA Regional Umpire and have demonstrated sufficient experience to progress.

EBUA International Umpire

The highest grade for an Umpire is obtained by selection only. The International umpire is able to officiate at all events governed by the International governing bodies.

Please note that, to officiate at some events such as Commonwealth Games, World Bowls and others governed by World Bowls Ltd, accreditation as an International Technical Officials (ITO) will be required. It is important to note that the ITO accreditation is a separate process from the EBUA Training & Development Programme and, as such, the result will not impact on your grade within the EBUA.

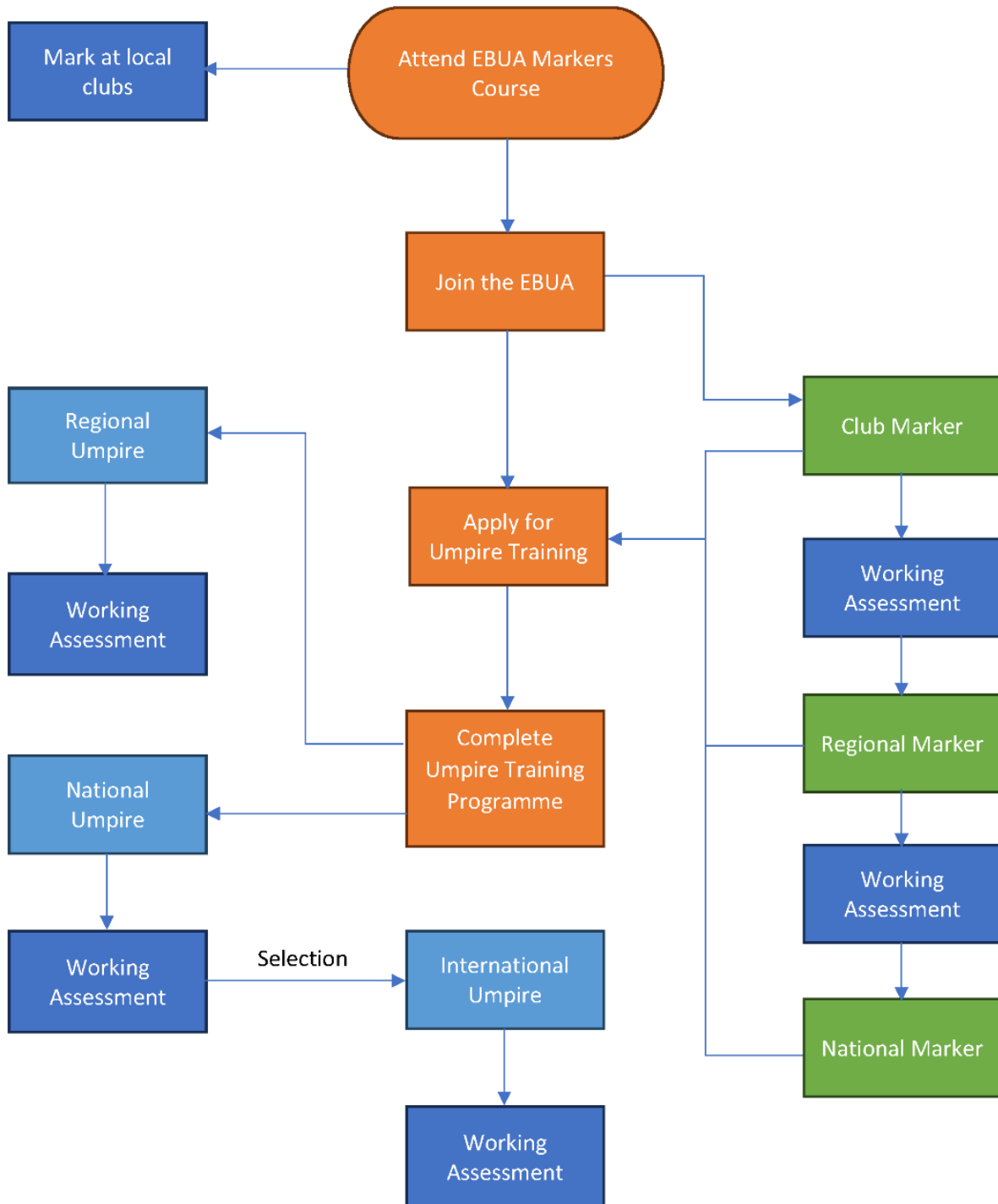
Transferee Umpires

We often welcome qualified umpires from umpiring bodies other than England. To officiate in this country, you can complete an application form and provide evidence of your qualification and endorsement by your previous National Umpiring Body. You will be entitled to officiate at Regional Umpire grade. You should attend a Training & Development Workshop and pass a 4 yearly assessment to remain as a Regional Umpire or successfully complete the national upgrade process to officiate as a National Umpire.

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Stages of Training & Development

In order to attain a particular grade you must complete a number of stages of training following an application to become an Umpire or Marker.



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EBUA Markers Courses

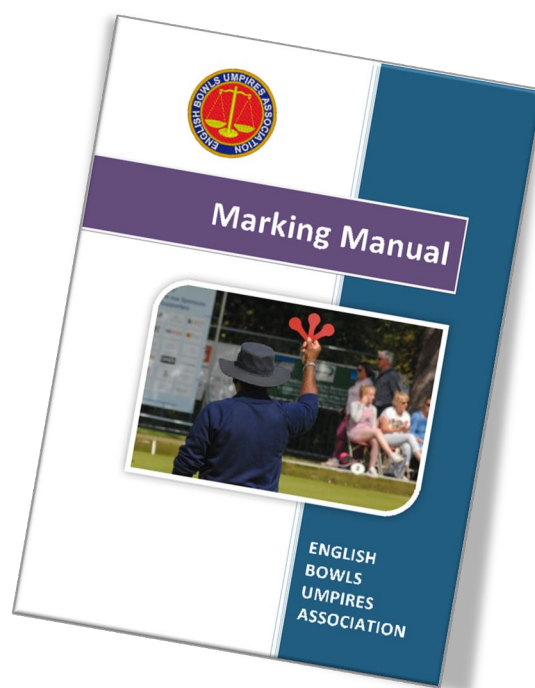
Markers courses are run locally and separately from the Umpire Training and Development Workshops. They are both the first stepping stone for a club member to learn more about marking as well as part of the development of new and existing umpires.

The course is designed to cater for everyone who has an interest in improving their marking skills and those that are working their way through the Umpires Training & Development Programme.

The course and the principles of Marking are based on the EBUA Officiating Manual and the EBUA Video.

There is no examination and no qualification to be attained on the course. This is deliberate as competence will be measured by working assessments upon joining the EBUA. All attendees will receive a certificate of attendance

endorsed by the EBUA. Members of the EBUA will use this evidence for their own training & development. Club members can display it in their clubs.



Course Content

The Marker Courses are structured to suit the venue or the time available. The course may be on one day or split into manageable time periods over a few days. Some elements of the course may also be conducted virtually but the practical elements will always be done interactively in person. The minimum duration of the course will be 6 hours.

The basic content of each course will be as follows:

- Interactive Quiz style Laws discussion with attendees divided into teams
- Instruction on use of Markers First Choice equipment
- Instruction on basic measuring and marking exercises
- Interactive demonstration of practical marking and time management

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Marker Development

Anyone completing the Markers course and wishing to join the EBUA as a Club Marker can obtain the application forms from the EBUA Website (www.ebua.co.uk)

You will be entitled to mark games up to the level of your competence determined by assessment and experience as evidenced in your logbook.

There are three competency levels of EBUA Marker:

- Club Marker – Initial member up to first assessment. Marking at Club level
- Regional Marker - mark at club and county competitions up to and including finals
- National Marker - mark at all competitions up to and including national finals

Mentoring

Upon joining the EBUA as a Club Marker, you will be sent details of local mentors that you may call on for advice and support. The mentors will also be able to advise on progression and arrange working assessments.

Marker Development Assessment

Development of an EBUA Marker is by way of assessments when performing official duties. You may request an assessment by telling your Mentor or County Coordinator of the venue and time you will be marking. Similarly, an assessor may inform you that you will be assessed if it is known that you are carrying out a duty – for example, whilst officiating at County Finals or National Finals.

During the assessment you will be observed for a minimum of 8 ends during the game. In those ends a number of elements must be completed successfully. Following the assessment you will be provided with feedback from the assessor.

A record of duties and assessments should be recorded in a Log Book as evidence of your progress.

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EBUA Umpire Training

EBUA Umpire Application

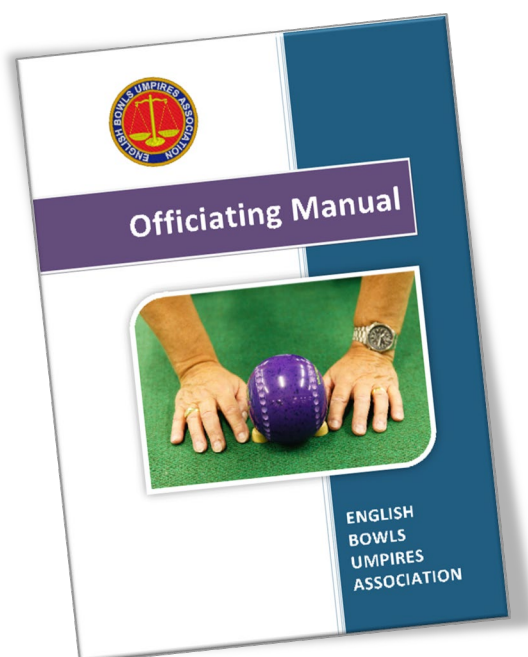
Anyone interested in becoming an EBUA Regional Umpire or upgrading to National Umpire grade can obtain the application forms from the EBUA Website (www.ebua.co.uk)

We recommend a period of 2 years experience as a player before applying to become a Regional Umpire and a period of 2 years experience as a Regional Umpire before attempting to upgrade to National Umpire. When upgrading, you will be required to provide a list of duties performed, as evidence of your experience, so it is important to record your duties in a log book.

Upon receipt of the application, the Training Administrator will send you a Home Study package consisting of:

- A Theory Question Workbook
- A copy or a link to the current Laws of the Sport of Bowls and Domestic Regulations*
- An EBUA Officiating Manual, hardcopy or PDF copies are available*
- A link to the EBUA Training Videos*

**Upgrade candidates will not automatically receive the Laws of the Sport or Officiating Manual, but they may purchase these items separately if they wish.*

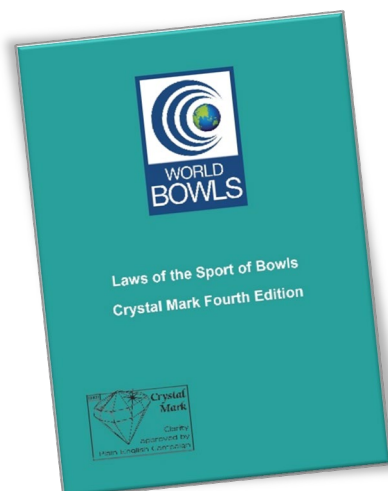


The Home Study Pack and Home Study Workbooks will provide the base knowledge required for completion of the workshop and assessment.

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Home Study Workbooks

The Home Study Workbooks contain theory questions on the Laws of the Sport which must be answered and passed in order to progress. The level of difficulty of the questions will depend on the grade. You may use whatever reference material is available to reach an informed answer including contact with EBUA Training personnel. The questions are based on the Laws of the Sport of Bowls Crystal Mark 4th Edition.



The Officiating Manual and Training Videos are a great asset when completing this initial training stage and we would encourage you to read and watch the material.

The pass mark for the workbook questions is 90%

The Training Administrator will relay the result to you and provide feedback on where any marks were lost as well as details of the next stage of the programme. If unsuccessful, a second paper may be attempted.

Practical Training Workshops

On completion of the Home Study Workbook you will be invited to attend a Practical Training Workshop in your area. Dates are shown on the EBUA Website if you wish to attend in a different area. The workshops are interactive and mostly practical based. The basic content is:

- Introduction to training personnel and candidates
- Instruction on practical umpiring
- Instruction on First Choice equipment
- Instruction on each of the 15 measuring exercises
- Interactive discussion and instruction on the practical application of some Laws

It is important that you confirm attendance so that certificates, assessment papers and welcome packs can be produced. Please do not arrive at a Workshop without prior notification.

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The Workshop Trainer will structure an individual workshop to suit the venue or the rink time available. The workshops will normally be completed in one day but may, due to constraints of the venue, be held over two days.

Assessments

In order to gain the qualification, you must pass the required assessment. The assessment sessions will always be held on a different day to the workshop and will generally be held on the second day of the weekend depending on venue constraints. Prior to the date of the assessment, you will be allocated a time slot to attend to avoid unnecessarily waiting around on the day. The Training Assistants and Assessors will make every effort to ensure you are assessed as close to that time as possible.

The content of the assessment will depend on the stage you are taking as shown in the table below:

Qualification Stage	Requirement
Initial qualification as Regional Umpire	Satisfactory completion of 10 measuring exercises and answering 5 scenario based questions. A 10 question Oral Law Assessment
Upgrade to National Umpire	Satisfactory completion of 15 measuring exercises A 10 question Oral Law Assessment
4 year Assessment	Satisfactory completion of 8 measuring exercises and answering 4 scenario based questions. 15 written, closed book theory questions completed in-person or online

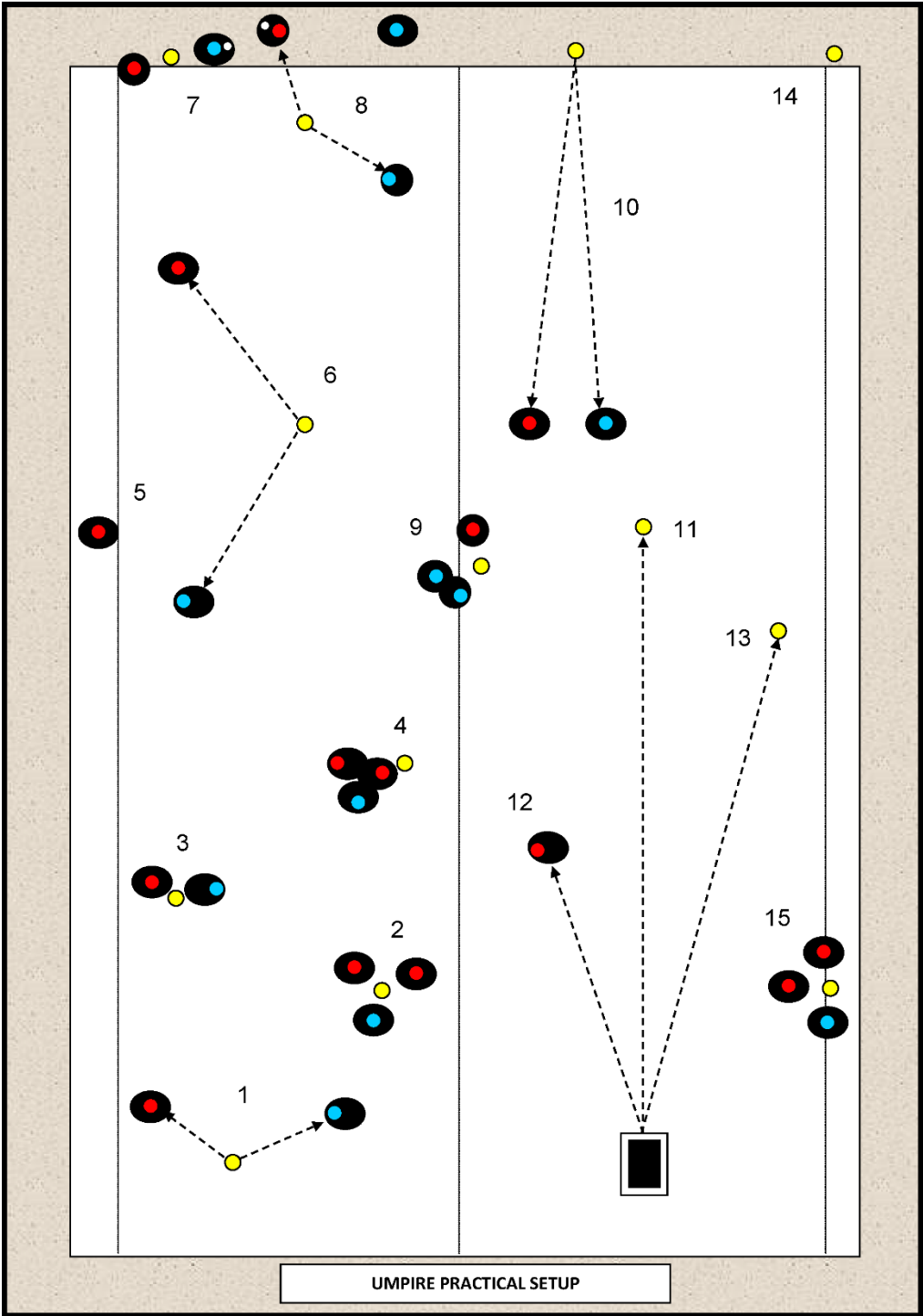
Measuring Exercises

The measuring exercises are taken from the 15 standard World Bowls exercises. During the workshop, you will be shown how to complete and practice each one. Details of how to complete the exercises are also shown in the Officiating Manual and Training Videos. During the assessment you will be assessed on the use of the correct equipment, procedure, safety and communication.

New umpires will have access to an umpire's kit from which to choose the equipment they need to complete each exercise. Qualified umpires attending a 4 yearly examination or an

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upgrade to National Grade will be expected to provide their own equipment and will be marked on its suitability. A qualified umpire is expected to have all first choice equipment available and in good order.



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Theory Questions

Several questions will be asked when you are completing the measuring exercises. These are simple questions specifically relating to the exercises.

You will also be required to answer a number of oral questions on a one-to-one basis with an examiner. These questions are more scenario based. You will not be required to quote any law numbers when answering these questions.

During the 4 yearly assessments you will also be asked to complete a multiple choice theory paper without reference to any printed material. This may be completed online prior to attending the assessment.

Passing the Assessment

When all the parts of the assessment have been completed, you will be told the result before you leave the venue. The pass mark covering all areas is 90%. If successful you will receive a certificate valid for 4 years.

Failing the Assessment

We do of course hope that this is not the case but some candidates do not reach the required standard to proceed. In most cases you will have the opportunity to take a reassessment after a period of 6 months. You will be provided with guidance on areas of improvement.

Qualification Defaults

The EBUA currently requires that you must complete an examination every 4 years to retain your qualification. This may change in the future with the introduction of working assessments and evidence of your competence and knowledge.

If you do not attend an assessment within 12 months of the date of expiration of your certificate you will become non-active until such time as you have successfully completed the assessment.

An umpire who has been non-active, or has allowed their certification to lapse, for more than 12 months must re-enter the programme as a new umpire and will pay the full training fee.

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Umpire Development Assessments

EBUA Officials will be assessed when they are performing an official duty. These assessments are to aid the development of the official and should be seen as a positive means of progression and learning.

Development Assessments may be requested through your County Coordinator, Area Secretary or local Assessor. An assessment may also be carried out at larger events such as County or National finals.

During the assessment you will be observed for a minimum of 8 ends during which a number of criteria will be observed.

Feedback will be provided following the assessment to allow you to develop and hone your skills.

Dependent on the number of development assessments completed in a 4 year period, attendance on a 4 yearly workshop and assessment may not be required and a new certificate may be awarded.

