

## UW-Whitewater Intramural Sports

### Training Clinic Meetings – Fall 2024

#### For Officials and Scorekeepers

Each semester, Intramural Sports employs students as Officials (i.e. Referees) and Scorekeepers to facilitate our contests. Interested individuals apply and interview for positions and if appointed/hired, attend training meetings prior to each activity they work. Attending training meetings/clinics is required, as it helps our staff prepare for the season(s) ahead. For more information on the hiring process, see our “How it Works” document online or simply complete an application. Other questions or concerns may be addressed to [imsports@uww.edu](mailto:imsports@uww.edu).

**Apply, come to meetings and express interest early – spots fill fast!**

**Returning Official/Scorekeeper:** Someone who has worked with our staff within the last twelve calendar months. Returners are given roster precedence for employment and do not need to attend a new officials meeting/apply for a position; simply attend training clinics.

**New Official/Scorekeeper:** Someone who has not worked with our staff before, OR has not worked with us within the last twelve calendar months. Must submit an application and interview for a position, even scorekeepers, prior to attending training clinics.

**Introduction Meetings:** Introduction to the positions and a chance for us to meet you/you to meet us! We will review the position descriptions, expectations, employment paperwork and upcoming/available opportunities for employment. Only need to attend one (1) of the following meetings listed. These meetings are not intended for returning staff or anyone who has already applied/interviewed for a spot.

Please note these meetings are not always offered, as it depends on the number of staff we have and if someone has already applied for a position with Intramural Sports. If you have any questions or concerns or would like an introduction with our staff, please contact [imsports@uww.edu](mailto:imsports@uww.edu).

***Again, prospective staff members only need to attend one of these meetings.*** Options are available because we are possibly always looking to hire, depending on returning staff members and the number of registered teams.

Attendance/interest early in the semester generally makes a prospective/new staff member eligible for employment for the entire semester. Attendance later in the semester means we can hire you starting the second quarter of the semester. We do look for individuals who are looking to work multiple activities throughout the academic year because a single activity season may only last 5-7 weeks.

Employment paperwork can be submitted any time by contact Matt Schneider at [SchneideMD30@uww.edu](mailto:SchneideMD30@uww.edu). A paperwork review meeting must be scheduled with Matt if paperwork is not filled out and turned in during a new officials meeting. Paperwork is only required to be submitted once.

When attending a new officials meeting or meeting with Matt, it is recommended you bring your employment documents (i.e. I-9 documents).

If you plan on working with Intramural Sports, bring these items with you to campus. What are acceptable I-9 documents I should bring? [Learn about that here.](#)

Continue to the next page for activity-specific meetings & training clinics. Activities may also require/have video/online training components, which are addressed separately from this document.

# **UW-Whitewater Intramural Sports**

## **Training Clinic Meetings – Fall 2024**

### **For Officials and Scorekeepers**

#### **Activity-Specific Training Clinics and Meetings**

Once appointed to an activity's roster of staff, all staff members, including returning staff, **MUST ATTEND ALL OF THE LISTED MEETINGS** (unless noted otherwise). If you cannot attend a meeting, contact us **BEFORE** the meeting so you may be excused. Some activities have more meetings than others due to the material needing to be covered. On average, meetings may last anywhere from one hour to two hours. Plan for meetings to be a little longer.

#### **Quarter 1 Activities (first 8 weeks)**

##### **3v3 Basketball**

*Hiring Scorekeepers Only*

Only Meeting (option 1)  
Wednesday, September 11  
5:30 to 6:30 pm  
Williams Center 183 A

Only Meeting (option 2)  
Thursday, September 12  
7:00 to 8:00 pm  
Williams Center 183 BC

##### **Flag Football**

*Hiring Officials AND Scorekeepers*

Officials Meeting #1 (option 1)  
Monday, September 9  
7:30 to 9:30 pm  
Williams Center 184

Scorekeepers Meeting  
Tuesday, September 10  
5:00 to 6:00 pm  
Williams Center 183 A

Officials Meeting #1 (option 2)  
Wednesday, September 11  
7:30 to 9:30 pm  
Williams Center 183 A

Pre-Season Scrimmages  
Officials and Scorekeepers Attend  
Thursday, September 12  
7:00 to 9:00 pm  
Intramural Fields 2 and 3

##### **Dodgeball**

*Hiring Officials Only*

Only Meeting (only option)  
Wednesday, September 11  
6:30 to 7:30 pm  
Williams Center 183 A

##### **Indoor Soccer**

*Hiring Officials Only*

Only Meeting (and only option)  
Monday, September 16  
7:00 to 8:00 pm  
Williams Center 183 A

##### **Softball (slowpitch)**

*Hiring Umpires AND Scorekeepers*

Umpires Meeting (option 1)  
Monday, September 9  
6:00 to 7:30 pm  
Williams Center 184

Scorekeepers Meeting  
Tuesday, September 10  
6:00 to 7:00 pm  
Williams Center 183 A

Umpires Meeting (option 2)  
Tuesday, September 10  
7:00 to 9:00 pm  
Williams Center 183 A

Pre-Season Scrimmages  
Officials and Scorekeepers Attend  
Thursday, September 12  
7:00 to 9:00 pm  
Intramural Field 1

##### **Training Make-Up Meetings**

At this time, no training make-ups are available. If you cannot attend a training clinic, please let us know and we will do our best to get you material. That being said, these positions are to be treated like any other job in the work force and attendance is required as outlined by each sport listed above. Not attending a training or addressing resources in a timely manner may result in staff appointing/awarding your employment spot to someone else.

***Continue to the next page for activity-specific meetings & training clinics for the next quarter.***

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#### **Activity-Specific Training Clinics and Meetings**

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#### **Quarter 2 Activities (second 8 weeks)**

##### **Basketball**

*Hiring Officials AND Scorekeepers*

Officials Meeting #1 (option 1)  
Tuesday, October 22  
6:00 to 8:00 pm  
Williams Center 183 A

Scorekeepers Meeting  
Wednesday, October 23  
6:00 to 7:00 pm  
Williams Center 183 A

Officials Meeting #1 (option 2)  
Wednesday, October 23  
7:00 to 9:00 pm  
Williams Center 183 A

Pre-Season Scrimmages  
Thursday, October 24  
7:00 to 9:00 pm  
Kachel Fieldhouse (two courts)

Training Wrap-Up Meeting  
For both Officials & Scorekeepers  
Sunday, October 27  
5:30 to 7:00 pm  
Williams Center 183 A

##### **Floor Hockey**

*Hiring Officials Only*

Meeting #1 (only option)  
Thursday, October 24  
7:00 to 9:00 pm  
Williams Center 183 A (location may change)

##### **Volleyball**

*Hiring Officials Only*

Meeting #1 (only option)  
Tuesday, October 22  
8:00 to 9:30 pm  
Williams Center 183 A

Pre-Season Scrimmages  
Sunday, October 27  
7:00 to 9:00 pm  
Kachel Gymnasium (two courts)

##### **Wheelchair Basketball**

*Hiring Officials Only*

Meeting #1 (only option)  
Monday, October 28  
6:00 to 7:30 pm  
Williams Center 183 A

#### **Training Make-Up Meetings**

At this time, no training make-ups are available. If you cannot attend a training clinic, please let us know and we will do our best to get you material. That being said, these positions are to be treated like any other job in the work force and attendance is required as outlined by each sport listed above. Not attending a training or addressing resources in a timely manner may result in staff appointing/awarding your employment spot to someone else.

#### **2<sup>nd</sup> Quarter Playoff Meeting**

All officiating and scorekeeping staff are asked to attend the playoff preparation meeting:  
Monday, November 25      5:30 pm      Williams Center 183 BC

**Please consider joining the Officials Association (FREE). We have more meetings, education sessions, discussions, etc. and also share community officiating/scorekeeping opportunities. Meeting dates are listed on the IM Sports officiating website. Contact us with any questions or concerns related to any officiating/scorekeeping operations**