



Title: **NGJA Technical Vice President**

Reports to: **President, NGJA**

Date: **May 2019**

Position Attainment

This position is elected by the President, 4 Regional Directors, and 2 At-Large Directors.

Job Description

This position requires technical expertise as well as an ability to communicate technical issues to the gymnastics community at large. Drive all technical aspects of judging in the US at the senior and collegiate levels. Act as the coordinator between the USAG Men's Program, the NCAA, associated coaches groups and the NGJA.

Essential Duties

The Technical VP is charged with the following duties:

- Solicit nominations / manage assignment process for:
 - NCAA Championships
 - Winter Cup, US Qualifier, USA Championships, Olympic Trials
 - NAL / B1 positions
 - Senior National Team Camps / visits
- National Course Material: With the help of a small committee, provide leadership in creating and disseminating all course material on an annual basis.
- USAG Interpretations: Develop and maintain the USAG Interpretations. This entails gathering questions from coaches & judges. Secondly, working with the Men's Program Director, National Team Coordinator, and appointed National Team Coach to formalize a working document that provides direction to the gymnastics community.
- NCAA Interpretations: Develop and maintain the NCAA Interpretations to meet the needs of the collegiate programs. This entails gathering questions and writing interpretations that are specifically related to the NCAA program.
- NCAA Rules Committee: Provide input to the NCAA Rules Committee as needed.
- Communication: Continually keep the gymnastics community informed of any changes and/or technical issues.

Experience/Education

- Minimum National Card
- Brevet judge (preferred)
- Held an office in the NGJA (preferred)
- Served as a National Apparatus Leader, Technical Assistant or D1 technical expert (preferred)

Skills

- Extremely organized and detail oriented
- An ability to take very technical / complicated skills and write interpretations so they are easily understood by all
- Able to work well with coaches, judges, and staff
- Provide responses to questions in a timely manner
- Can effectively function in a rapidly changing environment
- Remains calm in extremely stressful situations
- Ability to delegate appropriately for large projects and manage the results



Specific Details:

National Course Material:

- Every fall, create a small committee to assist with developing the NGJA National course material
- Appoint a point man who will chair this committee and provide leadership
- As needed, help answer questions, complete tasks, give direction, and push for completion

NCAA Championships:

- Sometime in October, send an e-mail to the RTD's to solicit names for the NCAA Championships. Ask for judges from each region in rank order (1 judge being new). Also, make sure each university has a representative.
- Contact the host university to confirm dates, times, etc. Also, work with NCAA Office for travel arrangements, etc.
- **NCAA Office:**
NCAA Office – (317) 917-6222 (General number)
Russ Yurk – NCAA Director (317) 966-2848 (cell)
Ethan Walker – NCAA Asst. Coordinator (317) 917-6476 (office)
NCAA Rules Committee Chairman – Yoshi Hayasaki (217) 333-7973 (office), (217) 898-7676
- In December, coaches rank judges. Use this information as a helpful tool in the selection process.
- Schedule NGJA conference call.
- Once judges are approved, make event assignments. **Note:** Each event should have a judge from all 4 regions (E, ME, MW, W).
- For event finals, review the NCAA Handbook or contact the NCAA Rules Committee to determine the number of judges needed.
- Have the Technical Secretary send out an e-mail informing all the judges nominated the final results for the NCAA Championships.
- Send out a letter to each of the assigned judges congratulating them and providing details regarding the event.
- Send an e-mail to the coaches informing them of the judges selected to judge.

USAG (NAL/D1 position):

- In the fall, contact the Men's Program Director to review goals and objectives for NAL / D1 positions.
- **Questions:** Is this an opportunity to get a few new (very seasoned) judges into one of these positions? Will this be a 1 or 2 year position?
- Send out an e-mail to RTD's soliciting names (give details of what is needed).
- Schedule NGJA conference call.
- From the names selected by the NGJA, send this to the members of the Independent Selection Committee (Men's Program Director, MPC Chairman, and the current NGJA Technical VP). Ask Men's Program Director to schedule a call to complete this assignment.
- Ask the Technical Secretary to send an e-mail informing all nominees the final results.

USAG Events (Winter Cup, US Qualifier, USA Championships, & Olympic Trials):

- In the fall, contact Men's Program Director to review the meets, importance of each competition, ability to bring in new judges, and number of judges for each assignment.
- Send an e-mail to the RTD's to solicit names (again, provide details of what is required).
- Schedule a conference call.
- From the names selected by the NGJA, send this to the Independent Selection Committee (Men's Program Director, MPC Chairman, and the current NGJA Technical VP). Ask Men's Program Director to schedule a call to complete this assignment.
- Ask the Technical Secretary to notify all nominees of the final results.



National Team Training Camps:

- Contact National Team Coordinator to review upcoming National Team Camps.
- Find out how many judges are needed (how many will USAG will pay for and how many new judges can be sent using NGJA funds?).
- Send out an e-mail to RTD's asking for names.
- Schedule a NGJA conference (usually in conjunction with another conference call).
- Select judges. Review names with the National Team Coordinator for approval, and notify all nominees of the outcome.

Scheduling NGJA Conference Calls:

- Call 1-800-444-2801 to schedule a call.
- Explain that you are with the National Gymnastics Judging Association (NGJA).
- Provide number of people for the call.
- Schedule date and time (eastern time).

USAG Interpretations:

- Skill committee members: 1.) NGJA Technical VP, 2.) Men's Program Director, 3.) National Team Coordinator, 4.) Appointed National Team Coach.
- As questions come in from coaches & judges, create a system to document and organize all questionable skills / interpretations
- For most skills, have the coach send a video so everyone can see what it is that they would like to be evaluated. Many times a coach may ask in writing for an evaluation that doesn't look like the actual skill. Therefore, it is extremely important that everyone sends videos so we can view each skill in question.
- As soon as it is appropriate, send this document to the committee members and ask Men's Program Director to schedule a conference call.
- On the call, review all skills & interpretations. Document the decisions made so the interpretations can be updated.
- Answer 2 important questions: 1.) Value, 2.) Element Group
- Update the interpretations. Send this to the committee members for final review.
- If there are no comments after a certain period of time (usually 3 days), have this posted on the NGJA website.
- On an annual basis, review all associated published technical materials for accuracy and currency (Flop Document, videos, Document Precedence Document, National Course Presentation etc.)

NCAA Interpretations:

- Skill committee members: 1.) NGJA Tech. VP, 2.) NGJA President, 3.) NGJA Appointed Judge, 4.) NCAA Rules Committee Chairman, and 5.) NCAA Appointed Coach.
- As questions come in from coaches & judges, have them send videos of each skill to Ken Achiron. Ken will then forward this to all committee members to evaluate and vote. Note: As Technical VP, it is extremely important to determine if something also needs to be evaluated by the USAG Skill Committee.
- For NCAA skill evaluations, a response is required within 3 days.
- Work with the NCAA Rules Committee on issues that have a greater impact on the college programs.
- Work with Ken Achiron on maintaining the NCAA Interpretations (updating the document, reviewing pertinent information, etc.).

NGJA Technical Committee / Governing Board:

- Organize the meeting or appoint someone to do this.
- Prepare a report summarizing what has transpired over the year and areas that need improvement.