NILOA Membership Process

The NILOA executive board has made it a priority to help guide the process of enrolling new officials to ensure the use of consistent requirements in every district for the purpose of recruiting new members. The NILOA Membership Chair is charged with stewarding and auditing the process. The District Governors are responsible for its implementation.

The District Governors need to establish the need for additional officials for their Districts. This process is to be completed in conjunction with the DAA by analyzing available data. Items such as geographic location of schools, new programs, current official numbers and travel cost by institution all need to be thoroughly vetted. The NILOA Executive Director can assist with supplying this type of data. Once established share this information with the Membership Chair.

The Governor should then begin the recruiting process. Input from high school assignors, current college officials etc.….. Should be utilized in this process. Below are the qualification guidelines that are used to vet candidates. These must be followed unless waived by the NILOA membership chair.

Experience Requirements:

* At least three years high school varsity experience
* HS play-off experience (preferably semi-finals/finals)
* Experience with three-man mechanics
* Successful experience at the higher club level
* Club or Post-Collegiate Club experience

Once a candidate has been identified they must complete the NILOA New Member Application. Once received and reviewed by the Governor the candidate will be asked to attend an on field tryout. The applicant will be required to pay $100.00 for the opportunity. Attendance at this tryout does not ensure admittance in to NILOA. If the candidate successfully completes this step additional requirements await.

The following is how the tryout events are to be conducted. These are not guidelines but requirements. If a sponsored NILOA event (i.e. Inside Lacrosse Event) is held within your district this must be used as a tryout event. If there are no sponsored events, the Governors are responsible to find an event or events that are a fit for their Districts.

* The Governors are to locate an event of higher level competition that can be used. Events should be large enough to provide adequate field time for the candidates and possess a skill level to challenge the applicants (a college event or high level high school).
* The Governors are responsible to manage the event with the assistance from Director of Development.
* Governors will be required to complete the event tracker spreadsheet. The spreadsheet is located on the NILOA website
* All funds will be handled through the NILOA treasurer. This means all games fee received and all fees that will be paid.
* Identify **qualified and respected** observers for the event. A minimum of 1 per field, however, 2 per field is ideal that way as the next game is going on the observer that just observed the game can spend the appropriate time in debrief. NILOA is willing to bring in observers from other districts if requested.
* The Director of Development must be informed in advance, of who the Observers will be. Officials that have worked NCAA and MCLA playoffs are the target group. DAA can be used but not required.
* Observers will be compensated from game fees that are being charged.
* Observer fees will be based on number of games and income from event. Director of Development will approve compensation amount.
* All Observers will be required to submit a NILOA observation form for each candidate observed. The form is located on the NILOA website.
* If the event being held is a college event covered under USILA/NILOA contract the appropriate fees will need to be paid by the institutions. No deals can be made outside of contract without approval of NILOA executive committee.
* The event should be considered a combination of on field tryouts and training for members of all experience levels but should focus on years 1 -3. Training of our existing members is an important aspect to the success of NILOA.
* Neither the tryout candidates nor the training attendees will receive payment for officiating this event.
* In some circumstances an experienced official if called on to assist on field can be compensated. Examples would be if the Governor feels that experienced crew chiefs are needed or there is not an adequate supply of new candidates or trainees to cover the event.
* The Governor is required to provide specific feedback to all candidates, including whether they were successful or not successful during the on field tryout. A copy of this is to be sent The Director of Development.

Once a candidate has successfully completed the on field tryout they will be eligible to complete the application process and seek approval for membership in to NILOA.

The Governor will steward the process and the Chair of Membership will be NILOA representative to finalize the process.

Next requirements are;

* Completed Application; use NILOA website.
* Two letters of Recommendation from current NILOA members
* Letter of Recommendation from Local Assigning Authority
* Score better than 80% on the Entrance Exam (Closed Book-Proctored/Administered separately by District Governor)
* Complete US Lacrosse Membership, completed by individual.
* Payment to COC/NILOA Treasurer.

 Check for $175 ($100 initiation fee and $75 annual dues) payable to NILOA, Inc.

The Governor will be required to utilize the website to finalize process by completing the following

* From website control panel, add new official. This gets the process started.
* From the new official's site, check off the prerequisites as they come in from official.  Recommendations test, etc.
* When the NILOA treasurer receives payment, the membership chair will be notified and indication of payment will be checked off on the website.
* When all requirements are complete, Membership Chair will change the provisional rating to an active member in good standing.

The Membership Chair will provide the appropriate DAA the name of the successful candidate.