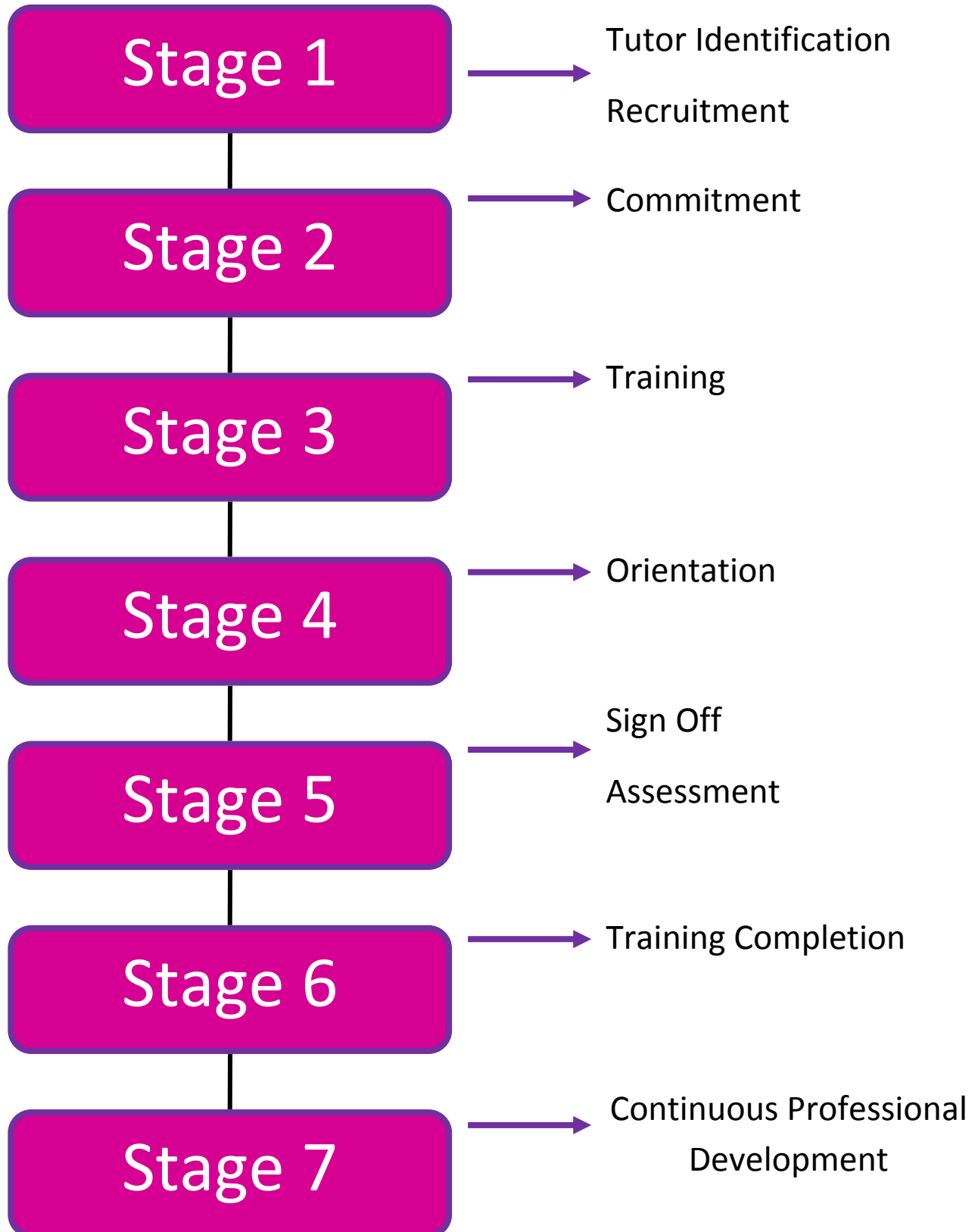




LGFA Referee Tutor Training Pathway

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Stage of the Pathway	Requirement	Comment
Stage One	Tutor Identification Recruitment	<ul style="list-style-type: none"> • New tutor opportunities will be advertised(See attached application form) • Potential tutor approaches LGFA or will be approached by LGFA • A tutor recruitment pack will be made available to all potential tutors • All candidates must meet the minimum criteria (See Role Description) • All candidates must submit a two page CV • All candidates must submit an Application Form (See attached) • LGFA will complete reference checks on all potential candidates • A panel selected by the LGFA will review the applications in line with the role description and will allocate places accordingly • Following selection by the panel, all applicants will be informed of the outcome within two weeks of the closing date
Stage Two	Confirmation of commitment	<ul style="list-style-type: none"> • As tutoring will require a lot of commitment, time and some cost. It is important those wishing to take part are 100% sure this programme is for them • An email document to include action plan of the tutor, code of conduct for tutors in training, costs and the reimbursements involved will be sent to all applicants offered a place for tutor training • On receipt of this email the prospective will either commit, defer or withdraw from the programme
Stage Three	Generic Tutor Training	<ul style="list-style-type: none"> • Attend Tutor Training course (Venue TBC) • Referee tutor training will involve two sections; generic tutoring skills and course content. • Newly recruited tutors will be required to attend four contact days during the training phase. These four days will be divided as follows:

		<ul style="list-style-type: none"> • One weekend (2 days) of training with respect to tutoring • One weekend (2 days) to cover course content • The second weekend will include a rules refresher to ensure that the referee tutor has a good knowledge of the rules • The weekend days will run from 9am to 6pm <p>PLEASE NOTE: All selected tutors will be required to pay €200 towards the total cost of €500 of the tutor training programme. This payment must be made in full prior to commencing the training programme. Payments can be made by cheque or directly into the LGFA account.</p>
<p>Stage Four</p>	<p>Orientation - Introduction to LGFA Referee Education Framework</p>	<ul style="list-style-type: none"> • A meeting will be arranged in the LGFA offices in Dublin upon completion of tutor training • A face to face meeting will be arranged between the trainee tutor and their mentor • The Trainee Tutor will become familiar with Course specific presentations and syllabus • Gear, equipment etc. will be supplied. • Next steps of action plan will be agreed
<p>Stage Five</p>	<p>LGFA Sign Off and Assessment Process</p>	<ul style="list-style-type: none"> • Trainee tutor under the support of their mentor will undertake assist and deliver of the relevant LGFA Referee Education course. • Tutor fees for the above process are as follows: <ul style="list-style-type: none"> ○ Assist – Tutor fee and Travel expenses <ul style="list-style-type: none"> ▪ Trainee tutor assists a qualified tutor on a course. Trainee tutor will deliver agreed sections of the course. Qualified tutor will take lead during course. ○ Deliver – Tutor fee and travel expenses <ul style="list-style-type: none"> ▪ Trainee tutor co-delivers with a qualified tutor and responsibility will be shared re course delivery of content • Each trainee tutor will have been assigned a mentor and at this point the mentor will assess/monitor/facilitate the trainee tutor during delivery of a Go Games or Level 1 course, to allow sign off for that course.

		<ul style="list-style-type: none"> • The sign off process must take place within one year. After such time a review takes place between the trainee tutor, mentor or other identified tutor and the National Development Manager • If the tutor is unable to achieve this within the timeframe they will be required to co-deliver for a second time with their mentor.
Stage Six	Completion of Training	<ul style="list-style-type: none"> • Following the successful completion of the training, assessment and sign off process the trainee tutor is awarded a Go Games/Level 1 Tutor status. • If the trainee tutor is signed off on Level 1 they are also signed off as a Go Games tutor however if they are only signed off on Go Games they must also deliver a Level 1 course to get signed off as a Level 1 tutor • Each tutor will then be required to deliver two Level 1 courses before shadowing and then assisting a Level 2 course. On completion of this phase they will then be signed off to deliver Level 2 course.
Stage Seven	Continuous Professional Development	<ul style="list-style-type: none"> • Tutors may be required to attend a number of mandatory CPD sessions to be determined on an annual basis by the LGFA • Tutors must attend mandatory In Service referee development training each year • Information researched or discovered by the tutor should be shared with the Referee tutor group where possible • Tutors will be monitored on an on-going basis to maintain high quality across LGFA courses. This will be conducted through a review of course evaluation forms on a regular basis, attendance at CPD events and potential spot checks • A tutor may be referred back to step five in the process, should a quality assurance issue arise • A National tutor In Service will take place each year • The LGFA will keep all tutors up to date on new rules, feedback from courses and responses to all queries on a regular basis especially after congress. It is the responsibility of the tutors to ensure they keep up to date with these rules.