



# FFV Referees Mentoring Booklet

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## Overview

Mentoring is a vital part of a young referees development and mentors are selected based on their suitability to assist less experienced colleagues. The role of a mentor is one that is very different to that of an assessor or coach, and as part of mentoring the referee in their match day performance it is important to support and understand the referee's life and commitments away from football and how this can impact on their refereeing.

Referees are under a great deal of pressure during a game and there is only so much a referee can look at in relation to their own performance in self assessment. By having a good mentor, a referee can analyse his/her performance in a way which a referee without a mentor can do. Having a mentor is an important building block in a referee's career but also more importantly in their personal development as a person.

The mentoring scheme in Victoria will work to support new and existing FFV Referees and will provide them with additional support and help to retain and educate referees. There are two types of mentoring which will be covered in this booklet, that is once off mentoring on a game and then a mentoring arrangement which is more formal and like a 'contract' between the mentee and mentor. There is also the mentoring process which takes place with new FFV Referees and this is a very important part of the support of referees.

FFV is committed to providing new referees with a positive experience that will ensure they come back to refereeing the next season and enjoy the experience. Your help as a mentor will ensure that we can achieve this goal and a big thank you for your time in agreeing to be a mentor and contributing positively to the development of match officials in Victoria.

Chris Hope  
FFV Referee Youth Development Manager

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## **What is Mentoring?**

Mentoring is not the same as teaching. With newly qualified referees and junior referees the focus is on supporting, empowering and helping referees to control the learning experience for themselves. Mentors can help a referee recognise and grasp the learning opportunities presented to them. The role of the mentor is to help make the referees learning experience less accidental and to support and guide them through their first season. It is important we are positive with referees when mentoring them, all encouragement should be given in a positive and engaging way. It is more important that we retain new referees and are then able to have time to build on their skills, rather than focus too much on giving them lots of advice.

As part of being a branch mentor the FFV Referees Department would like you to watch some of your branch referees group at some point during the season. A short coaching report will be completed with a sandwich approach to feedback given on the day after the game, a positive to their refereeing, a development point finished with another positive to leave the referee feeling good about their refereeing. The mentor coaching report is included in the mentoring section on the FFV Ref HQ page and on the resources page of this booklet.

Mentoring in Victorian refereeing can take two forms, an irregular mentoring process and a ‘formal’ mentoring process. Both are important and mentors can agree take on the role of either or both.



## **Benefits of Mentoring**

There are benefits to both mentor and referee which come as being part of the mentoring relationship,

The benefits to the mentor include:

- Renewed enthusiasm and commitment to their own work
- Opportunities to share their knowledge and skills
- Recognition of their personal expertise
- New learning for themselves
- Promotes lifelong learning through relationships
- Rewarding seeing referees develop their skills over a period

The benefits to the referee (mentee) include:

- Increased confidence and motivation
- Feeling of being supported through the process of their refereeing
- Constructive feedback on performance
- Helps translate theory from the L4 course into practice
- Networking opportunities and enhanced career prospects
- Promotion of lifelong learning through relationships



## **Irregular Mentoring**

This process is to be followed when referees are being mentored on a one off game, at a tournament such as Girls and Boys FC.

The purpose of this irregular mentoring is to provide these referees with once off feedback which can improve their performance.

The online mentoring form should be used in this case. This link can be found on the FFV Ref HQ webpage, under forms and documents (Junior Mentor Report). The benefit of having an online form means it can be completed on your phone or tablet at the ground and then this can be quickly distributed by the FFV to the referee.

## **Formal Mentoring**

A formal mentoring arrangement is an arrangement where a mentor is paired with a referee or with a group of referees. The mentor is to provide the mentees with ongoing support over the course of the football season, and provide feedback on matches they have watched. Most importantly the mentor is there to allow the referee to discuss the games when the mentor is not there and to ask questions which will promote self learning and analysis.

Mentors should be in contact with their referees by email/phone occasionally to check on how they are progressing, if they have any issues within refereeing and what things can be done to support the individual referee. Mentors could also speak to referees at branch meetings or at the Level Four practical training sessions. Individual referees may also come to the mentor to get information/support at anytime for example when completing disciplinary reports or if they have a question about one of their games. The process for setting up a formal mentoring arrangement should be as follows:

## **Process for Formal Mentoring**

The process for setting up a formal mentoring arrangement should be as follows:

1. Set the mentoring agreement, will you call the referee every Thursday before a game? Will the referee submit a self assessment? These are crucial things to consider and should be comfortable to both parties. This forms part of the mentoring ‘contract’ and agreement between the mentor and mentee.

Example:

We \_\_\_\_\_ (mentee) and  
\_\_\_\_\_ (mentor) agree to entering a mentoring relationship and will agree to following these below conditions.

Commencement of agreement: \_\_\_\_\_

End of agreement: \_\_\_\_\_

Referee Strengths	Referee Areas to Improve
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The above form gives mentors an idea of how to set up a mentoring contract, this should be considered.

2. At the half way point of the season, there should be a review of referee strengths and weaknesses. Goals can be reassessed at this point.

3. End of season review should contain a review of the season and see where goals which were set at the start of the season are then up to.

## Match Day

On match day if the mentor should contact the referee before the game to let them know they have arrived and are there to support them. Knock on the dressing room door and introduce yourself to the referee.

At half time the mentor should focus on a couple of positive points to boost the referees confidence and to help them during the game. Do not discuss specific major decisions.

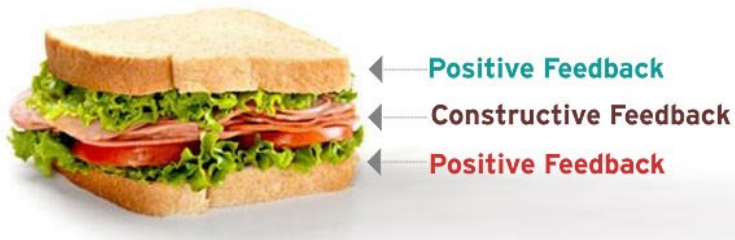
At the end of the game mentors should provide the referee with a minimum of three positive points and two areas of development to focus on. A sandwich approach to feedback should be taken by the mentor. This should be done ten to fifteen minutes after the game giving the referee time to do their paperwork.

The mentoring form online should then be completed and this feedback can give referees an opportunity to reflect on the game afterward. FFV will then send this report to the referee via email.

A sandwich approach to feedback should be taken by the mentor.

- Praise the referee with a positive.
- Constructive criticism with a development point and solution.
- Finish with a positive point, related to a specific incident.

### The Feedback Sandwich



## **Providing Feedback**

When you look at a referee some of the areas to consider will be:

- Match Preparation (Kit, Ground details , Pitch Inspection, Club Assistant referees)
- How to deal with Club Officials – polite and personable
- Discipline (Before, During, After Game help with Reporting Procedures)
- Any laws of the game queries / Rules of Competition
- How did the referee apply the laws of the game?
- Club Assistant Referees (Co- operation)
- Did the referee protect player safety?
- Wall management and injury management
- Fitness of referee
- Whistle tone
- Enjoyment – is the referee engaged and enjoying it?
- Post match requirements of referee, filling in the team sheets

Give yourself some time as a mentor to put together your thoughts and notes on what you will discuss with the referees. Keep most of the conversation positive and encourage learning by the referees through questioning. For example, talk me through what you saw in the 48<sup>th</sup> minute. This is important to allow the referee to discuss and explain incidents which will mean they will begin the learning process as well. One of the skills of mentoring is the ability to listen.

### 3. Report Writing

The following report is considered good practice for a mentoring report. It contains advice which is clear for the referee but also simple to a new referee. The use of YouTube video's and other external media can assist the referee to improve their whistle technique. Reports which reference specific incidents and minutes can also be useful to the referee as they can use this information to go back and remember a specific incident.

	Always	Often	Sometimes	Rarely
The referee correctly applied the laws	✓	-	-	-
The referee dealt with similar incidents in a similar way	✓	-	-	-
The referee ran for an angle	-	-	✓	-
The referee stayed close to play	-	✓	-	-
The referee used targeting	-	-	✓	-
The referee communicated with players	-	✓	-	-
The referee used positive body language	✓	-	-	-
Restarts from play were taken from the correct spot	✓	-	-	-
The referee applied the wall management policy	✓	-	-	-
The referee used their whistle well	✓	-	-	-
Strengths: Keep doing these (3 Max)	<ol style="list-style-type: none"> <li>Whistle Length/Intensity was well managed, any spectator would be able to tell what was happening without viewing the match.</li> <li>Great use of body language to diffuse any situations, made you look confident and in control of any situations.</li> <li>Foul Identification was both consistent and correct.</li> </ol>			
Areas for improvements (2 Max)	<ol style="list-style-type: none"> <li>Positioning as a whole was okay, but to be able to get proper angle &amp; closeness to play anticipation is needed, instead of following the ball, being able to read where the ball is going to go and get there to be in a perfect position for any incidents which occur.</li> </ol>			

<p>Strengths: Keep doing these (3 Max)</p>	<ol style="list-style-type: none"> <li>1. Very Good Movement around the park. You looked like you knew where to go and when. Great stuff. Rarely could i fault you on positioning even though it was your first game. Would love to see how you move on a full field though</li> <li>2. Very good strong and sharp signals.</li> <li>3. Very good control of the game. Good consistency of free kick decisions.</li> </ol>
<p>Areas for improvements (2 Max)</p>	<ol style="list-style-type: none"> <li>1. Whistle (tone and length)</li> <li>2. Wall Management Procedure at ceremonial free kicks.</li> </ol>
<p>Advice and Suggestions for improvement (3 Max)</p>	<ol style="list-style-type: none"> <li>1. Your whistle needs to be short and sharp. Keep practicing the tongue technique I spoke about. Here are a couple of videos that may help.  <a href="https://www.youtube.com/watch?v=1B5CxlBo0JA">https://www.youtube.com/watch?v=1B5CxlBo0JA</a> and  <a href="https://www.youtube.com/watch?v=qB2krZQo6bM">https://www.youtube.com/watch?v=qB2krZQo6bM</a></li> <li>2. Make sure at free kicks near the penalty area you count the 10 yards. During this time, it is important that defenders are back the required distance as shots on goals often occur.</li> </ol>

This type of report can be used to provide feedback in both an informal mentoring and formal mentoring setting.

## **4. Mentor Payments**

Mentors are paid \$40 for a junior mentoring report, and \$20 for an U12 match due to the duration of the match and change to the U12 competition. This payment is paid automatically by the FFV.

Junior Mentoring Report – U12	\$20.00
Junior Mentoring Report	\$40.00
Tournament (e.g. Boys & Girls FC)	As per fee set by FFV

## **5. Resources**

Referee HQ:

<http://www.footballfedvic.com.au/ref-hq/>

Junior Mentoring Form:

<https://form.jotform.com/63108219104951>

ASC Mentoring:

[www.ausport.gov.au/participating/resources/coaches/videos/mentor\\_training](http://www.ausport.gov.au/participating/resources/coaches/videos/mentor_training)



## Ongoing Support

If you have any concerns or queries during your time as a mentor and mentee then please do not hesitate to contact us on [chope@ffv.org.au](mailto:chope@ffv.org.au) or phone (03) 9474 1834. Included on the FFV Ref HQ webpage is information on mentoring from the Australian Sports Commission which provides mentors with some additional resources. During the season FFV will run some professional development for mentors.

Thank you in advance for your support in developing referees in Victoria.

FFV Referees Department





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