

Technical Secretary (TS) Job Description

The Technical Secretary (TS) is the head referee in charge at a competition. All regional and higher events must have a TS appointed; a co-TS may be appointed for larger events. The TS position carries with it a very high level of authority and responsibility and a significant workload. As such, to be considered for a TS or co-TS position, the candidate must have a demonstrated mastery of the technical rules and referee responsibilities, exceptional organizational skills, the highest level of professionalism, and exceptional interpersonal communication and conflict management skills.

Qualifications:

- Any national, category 2, or category 1 referee can apply to be a TS or co-TS
 - in very rare cases, a state referee can be assigned as a TS or co-TS upon the recommendation of the Technical Committee

Expectations:

- At the event, the TS must have no other obligations/responsibilities for the duration of the event
 - the TS cannot coach any lifter(s) during the event
 - the TS cannot lift in the event
 - the TS cannot take any session(s) off
 - the TS cannot have any other major responsibilities
- For the duration of the event, the TS is expected to be the first meet official (other than possibly the meet director or meet director's staff) on-site at the beginning of each competition day (must arrive at least 15 minutes prior to the start of weigh-ins/equipment check) and is expected to remain on-site until the last competition lift is completed

Responsibilities:

- Solicit referees to work competition; the National Office can assist with this
- Create referee duty roster and schedule
- Work with meet director and scoring manager to finalize schedule and organize flights
- Work with meet director to ensure availability of all needed equipment for the competition platform, warmup area, and weigh-in area (note: TS does not obtain/provide equipment - they just confirm the right equipment will be there)
- Serve as the head referee in charge for the event; oversee all technical/referee aspects for the entirety of the event
- Manage all official technical-related paperwork (e.g., scorecards, weigh-in and equipment check sheets, results, etc.)
- Be a liaison with the National Office, Executive Director, Technical Committee, and Championship Committee to ensure the highest standards of competition quality

Compensation:

- Compensation varies based on the meet director and includes some or all of the following: airfare and travel costs, hotel cost, meals at the meet, and stipend
- Prospective TSs should contact the meet director to get details on the specific compensation offered

Application:

- Those interested in being considered for a regional or higher event TS position must submit a letter of interest to the Technical Committee. This can be done via email to tc@usapowerlifting.com
- Letters of interest should be submitted a minimum of 6 months prior to the event

Appointment:

- The Technical Committee reviews all applications and makes recommendations for the TS and co-TS (if applicable) positions for each regional and higher event.
- The Executive Director receives the Technical Committee recommendations and makes the final decision on all regional and higher TS and co-TS appointments