

How to Get Your Meets on the Pacific Association Officials Calendar

**Attention All Collegiate Coaches, USATF Meet Directors and USATF
PA Committee Chairs**

Charles Murphy and Jim Manha are retooling how we alert our officials on requests from you for officials to work your future Track & Field & Cross-Country events. In the past, many of you sent out information to your outdated officials list. Unfortunately, officials come and go, while we maintain an up-to-date list.

We want to support your efforts by being more proactive!

Our plan is simple. By having you send your “officials need” request to both Charles and Jim they will work as a team to see that your request is distributed to the entire USATF Pacific Officials database.

They need your requests as far in advance as possible. Last minute requests simply are not effective nor efficient.

When requesting officials, please provide as much information about your event as possible. (See attached – “when requesting officials”)

If an Official wishes to work at your meet they will contact the person noted in your request. The key for you is to acknowledge their request. Don’t keep them hanging. Several weeks before your event contact Charles and Jim and they will assign an officials’ coordinator to assist you with organizing the officials for your event.

If this approach interests you, please let us know. If you have any ideas that will enhance our efforts, we always value your thoughts!

Respectfully,

Charles Murphy

USATF Master Official

Cmurphy920@aol.com

(209)221.7018

Jim Manha

USATF Master Official

JimManha@gmail.com

(925)596.1678

How to Get Your Meets on the Pacific Association Officials Calendar

When requesting USATF Certified Officials for your Track & Field or Cross-Country events, please supply as much of the following information as possible.

- List/Dates of all home meets needing officials
- Type of meet (Track & Field, Cross Country, Invite, Combined Events only, etc.)
- Location/address of meet
- Parking location (pass if required)
- Meet time frame
- Contact person (email address/phone number)
- Perks (Stipend, shirt, hat, meals, gas card, etc.)
- Current Covid Protocols
- If meet is multiple days, are accommodations included/available?
- What officials do you need? (Do you already have a referee, starter, etc.?)

All requests should be emailed to:

Charles Murphy

USATF Master Official

Cmurphy920@aol.com

(209)221.7018

Jim Manha

USATF Master Official

JimManha@gmail.com

(925)596.1678