



# Des Moines Soccer Club **REFEREE WELCOME PACKET**



# 2024



# Des Moines Soccer Club

## **REFEREE WELCOME PACKET**

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**Thank you for your interest in refereeing for the Des Moines Soccer Club!**

This welcome packet contains important information about our rules and expectations - and how we will support you as referees. Our goal is to make the experience a positive one for our players, officials, coaches, parents, and spectators.

# MISSION

The mission of Des Moines Soccer Club is to provide a positive and accessible youth soccer experience to players of all skill levels.

## What does that mean for REFEREES?



Our **SHARED GOAL** is to facilitate a positive and safe game experience for parents and players.



DMSC seeks to cultivate a “club of choice” reputation among referees.



DMSC provides support for referee skill development and growth.

# CONTACT INFORMATION

All inquiries, kudos, reports, and issues relating to refereeing at Des Moines Soccer Club should be addressed to the Director of Referees.

We all know that effective communication is important **on the field** to manage a game. But communication is just as important **off the field** to keep everything running smoothly.

Please contact us for any of the following reasons:

- ⚽ Questions regarding how to apply the **Laws of the Game** or any **age-specific rules**.
- ⚽ **Pay issues** or missing payments.
- ⚽ **Demosphere questions** such as trouble registering, technical difficulties, or other assigning issues.
- ⚽ **Match incidents** such as Serious Foul Play (red cards) or inappropriate coach/spectator interactions - Let us know what happened so we can address it appropriately (see the “match incident” section in this packet).
- ⚽ **Field conditions** such as missing flags, unsecured goals, and field markings - Your communication will help us keep our fields safe and playable!
- ⚽ Requests for **mentoring** or **advancement** assistance.

If you ever have a question or concern, need to report a match incident, or need assistance with Demosphere assignment please don't hesitate to contact the DMSC Director of Referees.



**Steve Wilke-Shapiro**

DMSC Director of Referees

☎ (515) 710-3484

✉ [referees@desmoinessoccerclub.org](mailto:referees@desmoinessoccerclub.org)

# CERTIFICATION

- ⚽ All referees assigned to Des Moines Soccer Club games are required to be **certified by USSF** at the “Grassroots” level or higher.
  - ⚽ Visit [http://www.iowasoccer.org/become\\_a\\_referee](http://www.iowasoccer.org/become_a_referee) for more information in getting certified.
  - ⚽ USSF certification, background check (adults only), and continuing education must be **valid for the current season**.
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Des Moines Soccer Club makes every effort to have certified referees covering all open slots. **However, in some cases, it may be necessary for an uncertified person to step in and assist.**

If you are Referee at a game where there are open slots, follow this procedure:

1. Notify the Director of Referees via email or phone.
2. Notify the coaches and ask for the Home team to provide an assistant.
3. An uncertified assistant should be placed on in the AR2 position first. Then fill the AR1 position if necessary.
4. Uncertified assistants should call IN/OUT ONLY by raising the flag STRAIGHT UP. The Referee should retain control of possession/direction calls. Review with the assistant/s before the game that the ball must be COMPLETELY across the line before it is considered out of play.
5. Uncertified assistants should NOT flag potential offside offenses. Offside calls should be made by the Referee.



# HOW TO GET GAMES AT DMSC

Whether you are newly certified or an experienced referee who has never officiated at Des Moines Soccer Club, **your first step to getting games is to contact the Director of Referees.**

SEND AN EMAIL TO

**[referees@desmoinessoccerclub.org](mailto:referees@desmoinessoccerclub.org)**

- ⚽ Full Name and Age
- ⚽ Phone Number and Email Address
- ⚽ Brief summary of your **referee experience** including when you were first certified
- ⚽ If you have refereed before, what ages and games are you **comfortable with?**
- ⚽ What level are you interested in: **Rec** or **ISL/Competitive**
- ⚽ Refereeing **goals**

## Rec Level Games

Let us know in your email that you are interested in officiating Recreational games. We will contact you for a brief introductory conversation and you will be added to the DMSC referee pool.

Some games are open to “self-assign” on Demosphere. Other games will be assigned individually by the Director of Referees based on your skills, growth goals, and individual needs.

## ISL/Competitive Level Games

Des Moines Soccer Club’s **ISL/Competitive games** are assigned by **Bonnie Larson**. To be assigned as a Referee or Assistant Referee on one of these games, it is expected that you have acquired enough experience to manage a higher level competitive match.

When you are ready to take this step, **contact Bonnie at [blarson1312@gmail.com](mailto:blarson1312@gmail.com)** directly.



# REFEREE AND ASSISTANT REFEREE FEES

Age	Level	Players	Assigned By	Referee Pay	Assistant Referee Pay
Kickstart	Littles	4 v 4	-	-	-
U6-8	Rec	4 v 4	DMSC	\$15	-
U9-10	Rec	7 v 7	DMSC	\$35	-
U9-10	Academy	7 v 7	DMSC	\$35	\$22
U11-12	Rec	9 v 9	DMSC	\$40	\$30
U11-12	Select	9 v 9	Bonnie Larson	Per ISA	Per ISA
U13-14	Rec	11 v 11	DMSC	\$50	\$40
U13-14	Select	11 v 11	Bonnie Larson	Per ISA	Per ISA
U15-16	Rec	11 v 11	DMSC	\$55	\$45
U15-19	Select	11 v 11	Bonnie Larson	Per ISA	Per ISA
U18-19	Rec	11 v 11	DMSC	\$60	\$50

**All referee pay is tracked and issued through the Demosphere system online.** Specific requests for alternate arrangements may be considered on an individual basis.



# DMSC REFEREE BENEFITS AND SUPPORT

Some people become referees because they love the Beautiful Game. Others want to earn some extra spending money or get exercise. You may even see yourself advancing into the semi-professional or professional ranks. Whatever your goal, we welcome you and thank you for your time!

- ⚽ DMSC will provide **support, structure, and encouragement** to Rec level referees who want to build skills and confidence to move up to ISL or higher level officiating.
- ⚽ **Initial Certification Reimbursement** - After you have refereed 6 games for DMSC you may submit a request to be reimbursed for your Certification course and first year registration fees up to \$70.
- ⚽ **Preseason Skills Workshop** - For our youth referees interested in gaining practical skills and developing confidence on the field before the season, DMSC offers a free semi-annual “Referee Skills” workshop. There will be a guest speaker and guided practice in officiating basics: pregame preparation, communicating with your whistle, signaling, positioning, and game management.
- ⚽ **Preseason Scrimmage** - Join us for an informal scrimmage to test out your new skills!
- ⚽ **Mentoring Program** - Several times each season, DMSC will arrange for an experienced Regional level soccer official to observe games and provide feedback to our referees.
- ⚽ **Advancement** - If your goals include advancing to higher level games, the Director of Referees will work to connect you with development resources and opportunities to build your skills.
- ⚽ **Safe and Supported** - DMSC is implementing a “Respect the Ref” program to educate spectators on appropriate behavior and enforce referee respect.
- ⚽ **Newsletter** - Stay current with the DMSC and refereeing by signing up for our monthly newsletter. Referee of the week, online resource links, game stats, and more!





# GAME DAY

Our “game day” policies and procedures are designed to promote player safety and enjoyable experience for everyone on the pitch.

Sometimes there are not enough referees to cover every game. Coaches may ask referees to switch.

IF you are comfortable refereeing the new game, you may switch... but **NEVER** leave your assigned game without a center referee. Only switch if there is another referee available and willing to center your assigned game.

You ALWAYS have the choice to **DECLINE** to switch games.

## The Night Before

- ⚽ Bag Check: Do you have everything you need?
- ⚽ Schedule: Do you know where and when you are assigned?
- ⚽ Ride: Do you know how you are getting to/from the fields?

## Arrival

- ⚽ Arrive at least 20 minutes prior to kickoff (preferably 30)
- ⚽ Introduce yourself to the coaches
- ⚽ Check the field: markings, flags, goals/nets. Do not start a game until the field is safe for play
- ⚽ Prepare your equipment and stretch yourself

## Pregame

- ⚽ Pregame conference with all game officials
- ⚽ Uniform check: Are the teams dressed in different colors?
- ⚽ Player equipment/player card check for each team
- ⚽ Kickoff/side selection

## Game

- ⚽ Officiate the game in accordance with the Laws of the Game and age-specific rules. Start and End on time.

## Post-Game

- ⚽ Report any critical match incidents to the DMSC Director of Referees - red cards, major injuries, spectator incidents, etc.
- ⚽ Clean up the referee area and gather all your equipment

# WEATHER

Player, coach, referee, and spectator safety is the priority.

DMSC's DIRECTOR OF FIELDS is responsible for opening and closing the facilities due to weather or overall field conditions. General closings will be posted to the DMSC webpage and games will be rescheduled.

Once you are out on the pitch at a game, YOU are responsible for your field. If you feel your field is UNSAFE to play on, stop (or do not start) the game.

**LIGHTNING RULES: Remember "30/30". If you see lightning and then hear thunder within 30 seconds, SUSPEND play IMMEDIATELY.**

- Direct the coaches to tell all people on the field to find shelter. The safest shelter from lightning is in a car.
- Find shelter and observe. You may not restart the game for 30 minutes after the last observed lightning strike. Restart the count each time you observe lightning.
- If restarting a game would make the next game more than 30 minutes late, do no restart. In this case, inform the coaches that the match cannot proceed and report the incident to the Director of Referees.

# COACHES AND PLAYERS

Our common goal is a SAFE and FUN experience for the players. Coaches should be focused on this goal, including modeling respect for the referees.

## Required Documents

As part of your referee responsibilities, you must verify that coaches and players have the required documents:

- ⚽ **Player Cards:** Each player must have a valid and current player card. Verify that players meet the maximum age for the game you are officiating. The best way to do this is to gather the cards for a team and then read them off one by one as players step forward. Every youth on the team's technical area must have a current player card. Youth not rostered on the team must move to the spectator area.
- ⚽ **Coach Credentials:** Every adult on the team side must have a current coaching "badge". Any adult who does not have a laminated badge or paper coach's card with an attached photo must move to the spectator area.

## Player Uniforms and Equipment

- ⚽ **Team uniforms** must consist of matching jerseys (with sleeves), socks, and shorts. The colors for each team must be different enough to be recognizable by the Referee. If in your judgement they are too close, the Home team should change to their alternate uniform.
- ⚽ **Keepers** must wear a different color than the team. This may be a keeper uniform or a pinny (practice vest).
- ⚽ All players must wear **shin guards** that are covered completely by their **socks**.
- ⚽ Players must have **footwear**. If the footwear has cleats, you should verify that they are safe (no metal cleats).
- ⚽ **Players may not wear any jewelry**, watches, or additional equipment (in accordance with Law 04).
- ⚽ Under certain circumstances, **medical equipment may be deemed safe for play** as long as it is not an injury risk to the player or others on the field.

# MATCH INCIDENTS

If a “Match Incident” occurs while you are officiating a DMSC game, you must report it to the Director of Referees as soon as practically possible.

If you’re not sure whether to report it or not, please go ahead and send us an email.



Things you should report include:

- ⚽ Red Card issued to a player or coach (include Law reference)
- ⚽ Lightning delay or other unsafe field condition
- ⚽ No-show or late-show referee
- ⚽ Any physical altercation before, during, or after a game
- ⚽ Threatening, abusive language or physical intimidation towards you as the referee at any time.

In your message include the **FACTS** (who, what, where, when), reference specific **Laws of the Game** if applicable, provide **details** that you remember about the incident, and tell us how you **resolved** it.

*EXAMPLE: On Saturday, May 2, during my 2:00 game at Aliber Field 7, I heard a spectator from Team X dispute two calls in a loud voice. The third time, the spectator said “Seriously? You’re horrible.” I whistled for the game to stop. I jogged over to the coach and told him the game would not resume until the parent was removed from the field. The coach apologized and had a brief conversation with the spectator. The spectator left the area of play and the remainder of the game was completed without incident.*



**THANK YOU**  
**for**  
**BEING A REFEREE**

**You are an important part of  
our soccer community!**