

Domestic Umpire Personal Development Portfolio Support Guide



1. Category 1 umpires are expected to maintain a **Personal Development Portfolio (PDP)**
2. Category 2, 3, 4 and 5 umpires do not need a **PDP**, However you should recognise that maintaining a record of development activities will assist your development and help you progress along the **Development Pathway**.
3. Your **PDP** will include evidence of the activities that you have undertaken to improve your umpiring skills and abilities.
This evidence can include;
 - Self-Profiling Table
 - Identifying Strengths and Areas for Improvement
 - Development Priorities and Goal setting
 - Game Plans
 - Self-Assessments
 - Results of tests on Laws of Cricket, Playing conditions etc.
 - Relevant reading - Playing conditions, DLS calculations etc.
 - CSMOA online training
 - MCC online training
 - Any other relevant supporting materials
4. You can add evidence to your **PDP** at any time.
5. Pages 2 – 7 of this guide will assist you in completing your Self-Profiling Table and Development Plan.
6. The format of the Development Plan is based on the layout used by members of the IRUP and it should raise your awareness of what is expected from umpires at that level.
7. You should save an electronic copy for your records *or* you can print off the blank pages and complete them manually.

Task 1 – Completing the **Self-Profiling Table**. (see example below)

- On the left hand side of the blank **Self-Profiling Table**, on page 1 of your **PDP**, you will see a list of Performance Factors.
- For each Performance Factor, place a tick in the box that best describes how confident you feel about each Factor (1 is the lowest grade with 10 being the highest). 'Copy' the tick in the first box then 'Paste' a tick into the appropriate box from 1 - 10.
- If you are not familiar with a particular factor eg. Use of 3rd Umpire, simply leave that line blank for now. It can be filled in later.
- You can monitor your progress by updating the Table at various times during the year.
- As you become more experienced, the ticks will move to the right hand side demonstrating clear evidence of improvement.

Self-Profiling Table

	1	2	3	4	5	6	7	8	9	10
Attitude and Teamwork										
Cooperation, support and communication with colleague						✓				
Positive body language, image and match enjoyment					✓					
Acting out the Cricket Scotland Umpire Code				✓						
Preparation	1	2	3	4	5	6	7	8	9	10
Planning and Goal Setting			✓							
Knowledge and Understanding								✓		
Fitness and Diet								✓		
Practice Skills				✓						
Man and Match Management	1	2	3	4	5	6	7	8	9	10
Player Management							✓			
Dealing with Conflict					✓					
Communication / Interaction									✓	
Ground, Weather and Light						✓				
Pre-Match Meetings									✓	
Pace of Play (Over-rates)										
General Decision Making	1	2	3	4	5	6	7	8	9	10
Confidence										✓
Signalling								✓		
Consistency								✓		
Coping with Pressure							✓			
Judgement							✓			
Use of 3 rd Umpire										
Changing Ball				✓						
Suspected Illegal Bowling Actions					✓					
Application of Laws, Code of Conduct, GWL								✓		

Task 2 – Identify your **Strengths** and **Areas for Improvement**. (see example below)

- Go to the blank table on page 2 of your **PDP**.
- List what you consider to be your **Strengths** and **Areas for Improvement**.
 - Use the grades you awarded yourself in the **Self-Profiling Table** to help you.
 - You can include **Performance Factors** that are not in the Self-Profiling Table
 - There are examples of other **Performance Factors** on page 4 of this guide.

Strengths	Areas for Improvement	Priority	Goals
<ul style="list-style-type: none"> * <i>Confidence - decision making</i> * <i>K & U</i> * <i>Pre-match meeting</i> * <i>Signalling</i> * <i>Consistency</i> * <i>Judgement</i> * <i>Application Laws etc.</i> * <i>Player management</i> * <i>Communication/interaction (players)</i> * <i>Fitness & diet</i> 	<ul style="list-style-type: none"> * <i>Coping with pressure</i> * <i>Planning & goal setting</i> * <i>Practice skills</i> * <i>GWL calculations</i> * <i>Use of 3rd umpire</i> * <i>Changing the ball</i> * <i>Pace of Play</i> * <i>Suspect bowling action</i> * <i>Communication (Coll.)</i> * <i>Body language</i> * <i>CS Umpire Code</i> * <i>Dealing with conflict</i> 		

Other examples of **Performance Factors** that could be '**Strengths**' or '**Areas for Improvement**'

- Concentration - Ability to Switch on/Switch off
- Relaxation techniques
- Commitments - work/family issues
- Mind set (Positive/Negative)
- Completing paperwork – Game Plans, Self-Assessments etc.
- Standard of Fieldcraft
- Knowledge/application of Playing Conditions/ECB Directives/local rules
- Submitting Code of Conduct reports
- Submitting Match/Pitch reports
- Use of WtU
- 3rd Umpire experience
- Calm/relaxed approach on the field
- Game awareness
- Communication/Interaction with coaches/club officials
- Communication/Interaction with colleague/scorers
- Decision making off the park
- Eye sight
- Hearing

Task 3 – Prioritise your **Areas for Improvement**. (see example below)

- Decide which **Area for Improvement** is the most important and place a **1** beside it in the **Priority** column.
- Identify the next important priority and place a **2** beside it in the **Priority** column.
- Do the same for Priorities **3** & **4**.

Strengths	Areas for Improvement	Priority	Goals
* <i>Confidence - decision making</i>	* <i>Coping with pressure</i>	<i>3</i>	
* <i>K & U</i>	* <i>Planning & goal setting</i>		
* <i>Pre-match meeting</i>	* <i>Practice skills</i>		
* <i>Signalling</i>	* <i>GWL calculations</i>	<i>1</i>	
* <i>Consistency</i>	* <i>Use of 3rd umpire</i>		
* <i>Judgement</i>	* <i>Changing the ball</i>		
* <i>Application Laws etc.</i>	* <i>Pace of Play</i>	<i>2</i>	
* <i>Player management</i>	* <i>Suspect bowling action</i>		
* <i>Communication/interaction (players)</i>	* <i>Communication (Coll.)</i>		
* <i>Fitness & diet</i>	* <i>Body language</i>		
	* <i>CS Umpire Code</i>		
	* <i>Dealing with conflict</i>	<i>4</i>	

Task 4 – Setting your **Goals**. (see example below)

- For **Priority 1** write down, in the **Goals** column, a **Strategy** that will help you develop this 'Area for Improvement'.
- Do the same for **Priorities 2, 3 & 4**.
 - There are examples of possible **Strategies** to achieve your **Goals** on page 7 of this guide.
- These **Goals** can be used when you are completing **Game Plans**
- The **Goals** can also be referred to when you are reviewing your progress at the end of the season.

Strengths	Areas for Improvement	Priority	Goals
* <i>Confidence - decision making</i>	* <i>Coping with pressure</i>	3	<i>Develop strategies that can be used when dealing with on field 'pressure' situations.</i>
* <i>K & U</i>	* <i>Planning & goal setting</i>	1	<i>Improve my understanding of the various calculations involved when dealing with matches affected by rain delays.</i>
* <i>Pre-match meeting</i>	* <i>Practice skills</i>		
* <i>Signalling</i>	* <i>GWL calculations</i>		
* <i>Consistency</i>	* <i>Use of 3^d umpire</i>	2	<i>Understand the 'Pace of play' protocols that are used to monitor over rates and how to relay that information to captains in a non-confrontational manner.</i>
* <i>Judgement</i>	* <i>Changing the ball</i>		
* <i>Application Laws etc.</i>	* <i>Pace of Play</i>		
* <i>Player management</i>	* <i>Suspect bowling action</i>	4	<i>Develop strategies for maintaining composure when 'dealing with conflict' situations.</i>
* <i>Communication/interaction (players)</i>	* <i>Communication (Coll.)</i>		
* <i>Fitness & diet</i>	* <i>Body language</i>		
	* <i>CS Umpire Code</i>		
	* <i>Dealing with conflict</i>		

Possible **Strategies** to achieve **Goals**:

- Up skill coping strategies – Breathing/relaxing etc.
- Recognise when under pressure and maintain composure
- Read Cricket related literature
- Visualisation
- Finding key indicators to improving optimum mental state
- Read appropriate books (on Mental strengths)
- Enjoyment
- Balance between Family, Work & Umpiring
- Continue working on mental approach
- Progression on Umpire Pathway
- Up skill coping strategies – Breathing/relaxing etc.
- Recognise when under pressure and maintain composure
- Read Cricket related literature
- Visualisation
- Finding key indicators to improving optimum mental state
- Read appropriate books (on Mental strengths)
- Enjoyment
- Balance between Family, Work & Umpiring
- Continue working on mental approach
- Progression on Umpire Pathway
- Positive outlook
- Up skill knowledge (Laws/Playing conditions)
- Up skill knowledge GWL calculations
- Attend meetings etc.
- Read the Fieldcraft booklet/ CS Code of Conduct
- Attend local club net sessions to practice decision making
- Complete Game Plans and Self-Assessments
- Complete match reports / Code of Conduct reports
- Consistent routines / processes during matches
- High quality standards (pre-game, during game, after)
- Learn from what worked well and where I need improvement
- Get a mentor
- Appear more confident / relaxed during matches
- Eye contact with players
- Remain fit throughout winter leading into season
- Join a Gym
- Go out walking/jogging/running
- Relaxation techniques
- Massage
- Sauna
- Eye test
- Hearing test