

# **Gallatin Valley Softball Association**

## **Umpire Policies and Procedures**

### **Umpires Duties and Expectations**

- Game management and duties as defined by USA Softball and GVSA League Rules
- Wearing appropriate attire befitting a USA Softball umpire for all scheduled games, whenever possible
- Reporting scores and initialing games worked
- Turning on lights for the night - For the most part, Concession stand volunteers will try to keep up on this, but please help if you are able to
- Turning off lights if umpiring the last game on that field
- Plate meeting
  - Normal plate meeting as determined by umpires
  - Remind managers of the proper player behavior outlined in the league rules, reference gvsoftball.org if they need to look these up. These will be provided in the team handbook at the start of the season and should be posted in the dugouts for the 2022 season
- Non-game
  - Glass bottles - The Bozeman softball complex is a no glass complex. Please educate offenders on the policy
  - Dogs - The Bozeman softball complex has a no dog policy per city laws. Please educate offenders and ask owners to remove dogs.
  - Poor behavior/unsportsmanlike conduct. Examples include, but not limited to:
    - Abusive behavior
    - Discriminatory behavior
    - Illegal behavior
    - Behavior that may discourage others from wanting to play or be a part of the softball communication
  - Umpires are encouraged to Issue a verbal warning and educate offenders
  - Report any incident of concern via the report form found on the back of scorecards, or via an email to and GVSA President, Umpire Coordinator, UIC, and District Commissioner.
  - Umpires are the authority on the field. GVSA has a zero tolerance policy for umpire abuse. Please report any issues with players or fans to the Umpire in Chief, GVSA Umpire Coordinator, GVSA President, and District Commissioner. This can be done via email, or via a written report form on the back of the scorecards.
- Umpires must fill out all necessary paperwork
  - USA Softball umpire registration (required before umpiring any game)
  - GVSA W9 form
  - GVSA direct deposit form (optional)
- Hold yourself to the same standards of conduct, both on and off the field.

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### Umpire Compensation

- Base pay (without bonuses)
  - Starting compensation: \$25 per game
  - Max compensation: \$32 per game
  - Current umpires pay range will be adjusted for the increase
- Raises based on performance and length of time umpiring, to be recommended by UIC and Umpire Coordinator and approved by GVSA Board
  - UIC to perform evaluations has he or she sees fit (may employ other members of YHUA to evaluate)
  - Performance of other related duties (including but not limited to: wearing uniform attire, promptness, enforcing league rules, correctly reporting incidents, willingness to help other umpires, etc) will be considered when awarding raises
  - Umpires can request an evaluation through the GVSA Umpire Coordinator or Umpire in Chief
- Bonuses
  - Attend a GVSA approved clinic -- \$3 per game increase
  - 40 game bonus:
    - if umpire works 40 regular season (summer) games, will get additional \$2 per game retroactively, plus extra \$2 per game forward (summer season only)
  - \$5 extra for 10 pm game
- Other compensation:
  - If worked 12 games will get registration fee returned (\$37)
  - If worked 12 games will get a USA Softball shirt (or amount towards other gear)
  - Referral bonus \$50 if the new umpire works 12 games
  - Shift meals:
    - If umpire works minimum 3 games in a night; or
    - If umpire works combination of 2 games, plus play 1 game as a player
  - Unlimited fountain drinks while umpiring (no game minimum required)
- Other - Payroll
  - If signed up for direct deposit, Umpire will get paid every week, in arrears, by Wednesday.
  - If requesting a paper check, *paid every 2 weeks*, the check will be placed in the umpire shack or mailed out. This is also in arrears by Wednesday