

Gallatin Valley Softball Association

Umpire Policies and Procedures

Umpire 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. Minimum USA Softball shirt and hat. Dark blue or dark grey shorts or pants preferred. If you are a player/ump it is fine to wear your playing pants/shorts.
- Accurately reporting games umpired
- 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. Please give teams a few minutes before turning off lights as a courtesy.
- 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.
- GVSA League Rules
 - During the course of the umpired game, if an umpire notices teams or spectators at their field in violation of GVSA League rules, the umpire should make an attempt to inform them of the league rule. Alternatively, the umpire should notify league officials if they see these rule violations by emailing **incidents@gvsoftball.org**.
 - These rules include, but not limited to:
 - Glass bottles - The Bozeman softball complex is a no glass complex.
 - Dogs - The Bozeman softball complex has a no dog policy per city ordinance.
 - Poor behavior/unsportsmanlike conduct.
 - Abusive, discriminatory, or illegal behavior.
 - If, for whatever reason, the umpire does not feel comfortable informing the offenders, please notify **incidents@gvsoftball.org**
 - **NOTE:** you only need to inform the offender of the rule, no need to enforce.
- Incident Reporting.
 - Umpires should properly report any incidents. Even if an incident is not require action (such as a disqualification) - still report it. That way league officials can have a better understanding if there is a pattern of behavior. NOTE: Ejections *must* be reported as soon as possible so the appropriate suspension can be enforced.
 - GVSA has zero-tolerance for umpire mistreatment, please inform if you witness any.
 - Email incident report to **incidents@gvsoftball.org**
 - Include the following information:
 - Description of incident
 - Location and time (ie 8:45 game on field 5)
 - Any other useful information.
- Umpires must complete all necessary paperwork
 - USA Softball Umpire Registration
 - GVSA Online Registration

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- GVSA W9 form
- GVSA direct deposit form
- Hold yourself to the same standards of conduct that we ask of our players, both on and off the field.

Umpire Compensation

- Base pay (without bonuses)
 - Starting umpire base compensation: \$30 per game
 - Max umpire base compensation: \$40 per game
- Bonuses
 - Attend a GVSA approved clinic or training program -- \$3 per game increase
 - \$5 extra will be paid for 10pm games
 - Game bonuses. An umpire will earn these bonuses when they hit this game total. These game totals are for regular summer season games only (not tournaments)
 - 20 games: \$100
 - 40 games: \$200
 - 60 games: \$300
 - 80 games: \$400
- Other compensation:
 - GVSA will reimburse the umpire's USA Softball registration fee of \$40 on their first regular season game worked.
 - Referral bonus \$50 if the referred umpire works a minimum of 12 games
 - Unlimited fountain drinks and bottled water while umpiring (no game minimum required), while concession stand is open. One free bottled drink per evening (ie gatorade, energy drink).
- Other - Payroll
 - All pay will be through direct deposit.
 - Umpire will get paid every week, in arrears, on Wednesday.
- Raises to base pay
 - Raises will be evaluated on the following criteria:
 - Number of years umpiring and number of games umpired
 - On-field performance, and showing a willingness and desire to improve and learn
 - Understanding and implementation of USA Softball and GVSA League rules
 - Following GVSA policies and procedures
 - Wearing uniforms
 - Promptness

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2024 Scheduling Procedure

- **To request / sign up for games as an umpire:**
 - Check this website for the most updated schedule to verify free games
 - Send request to UC Jeff via email (jemorgan@gmail.com) or text 406-581-2723.
 - For specific field requests, these are not guaranteed. There may be circumstances that would require umpires on certain fields (divisions of play, umpire conflicts, etc). IF you have a specific request, please let UC Jeff know (for example personal conflict).
 - For last minute game pickups (for example you were playing and decided to stay and pick up an open field), or picking up games after the initial schedule is posted - don't forget to send to the UC via text or email. If it isn't reported, then you will not get paid for that game.
- **After requesting your game:**
 - If before Thursday the week before, the schedule will get posted Friday morning to gvsaweb.org/ump
 - If after the schedule comes out for pickup games, the gvsaweb.org/ump will get updated as soon as the request is recieved
- **After umpiring your game:**
 - You are encouraged to input scores using the TeamSideline smartphone app or webpage. You can also text/email the scores into UC Jeff.
- **Scheduling procedure by the UC:**
 - UC Jeff will send out a reminder email on Tuesday with the games available for the following week.
 - Please send in your scheduling requests by end of day Thursday.. Once compiled, UC Jeff will send out an updated schedule for the following week. For shift requests prior to Friday morning, standard seniority rules will apply.
 - After Friday, games are available on a first come first serve basis.
 - Each morning that there are open games, UC will send out a reminder email for the open games.
 - An updated paper schedule will be posted in the umpire shed each day
- **Scheduling Priority/Seniority Rules**
 - For game requests that come in *before* Friday morning, the following rules apply
 - Priority shift are given to those who can cover a whole night to help reduce orphaned games
 - Priority for umpires who have been umpiring for longer (number of years)
 - After the Friday morning schedule comes out, all open games are on a first come first serve basis - remember to shoot me a quick text or email if you are taking a game, and I will update gvsaweb.org/ump