

How to register to be a Little League Umpire

TeamSideline is the Little League registration website. All automatic emails/texts come from this site. It is also the site we use to send mass emails/texts to umpires. It is important to use the emails and phone numbers that you check regularly.

Step 1: Set Up a Parent Account

If the umpire is under 18, a parent must register first.
Then add a child to their account.

Step 2: Set Up/Update the Umpire's Account/Information

All NLLB umpires must create and maintain an updated profile via Team Sideline. This step must be completed even if you have umpired for NLLB in the past.

Umpires under the age of 18 must be registered under parent account.

- Your account tells us about **you**, your experience, and provides contact information for game opportunities and important communications.
- We need the Umpire's email and phone number as primary.
- We need the Parent's email and cell phone number as secondary contacts.
- **CRITICALLY IMPORANT:** Please include e-mail accounts you check regularly. Naperville 203 accounts are NOT recommended.
- A valid MAILING address is required to receive your paychecks

STEP 3: Umpire Registration

After you set up your accounts, you will be able to register to the Umpire Program

STEP 4: Umpire Clinics/Training

All umpires must attend a clinic. New first year Umpires must attend 2 clinics. No exceptions. Dates are posted on the website. Details about locations and any time change will be communicated to you via email or text.

There is a \$20 fee for the clinics and equipment for all umpires.

If you have not paid prior to the clinic, we will collect payment prior to entry.

Rookie, Supreme A, Majors A Umpires:

Mon 4/1 6:30pm-8:30pm Naperville A Level Umpire Clinic Part 1
Mon 4/8 6:30pm-8:30pm Naperville A Level Umpire Clinic Part 2

Supreme AA and Majors AA (Drafted) Umpires:

Sun 3/16 Time TBD Drafted Managers & Umpire Clinic

AA Umpires must attend training and pass the AA umpire test for the higher rate of pay.

Junior Umpires

Wed 4/17 Time TBD Junior Managers and Junior Umpires Clinic
This meeting is not required for experienced JR Umpires.

GENERAL UMPIRE INFORMATION:

Age Requirements:

Umpires must be 12 years old by August 31, 2024, to umpire for Naperville Little League Baseball (NLLB). Umpires must be at least 2 years older than the players/games they are umpiring.

The NLLB umpire program is designed to start umpires off at the younger Rookie levels and allow them to naturally progress to the higher levels. Umpires will not be advanced prematurely and only on the approval of the Umpire Coordinator for their current level.

What level am I?

Little League levels are defined by age group and competition level. The oldest players are Juniors, followed by Majors, Supreme, and Rookie. Each level is separated into a recreational level (A) and competitive level (AA.) The Rookie league is divided by age instead of competition level. Second graders play in the AA level and first graders in the A level. Juniors are all together at this time.

Sunday league games are non-Little League games that give players a taste of travel without the time commitment. AA Drafted umpires work these games. Occasionally Majors A players are asked to substitute at these games.

Umpire Level	Umpire Minimum Age	Other Requirements	Pay per game
Rookies (1st and 2nd graders)	>12	<ul style="list-style-type: none">• Middle school and above who have never umpired• Referred to as "Minor League" Umpire group	\$25
Supreme A (3rd and 4th graders)	>13	<ul style="list-style-type: none">• Umpires that worked the Rookie level last season and had 5+ games, and approved by Rookie Umpire Coordinator to advance to Supreme A• High schoolers with no umpire experience but have baseball experience• Referred to as an "A Umpire"	\$30

Majors A (5th and 6th graders)	>14	<ul style="list-style-type: none"> • Umpires that worked the Supreme A level last season and had 5+ games and approved by Supreme A Umpire Coordinator to advance to Majors A • Referred to as an "A Umpire" 	\$35
Supreme AA (3rd and 4th graders)	>13	<ul style="list-style-type: none"> • Umpires that worked the Majors A level the last year and are approved for AA • Referred to as "AA Umpire" 	\$55 (\$45 if the test is not passed)
Majors AA (5th and 6th graders)	>14	<ul style="list-style-type: none"> • Umpires that worked the Supreme AA level or above last year and are approved for Majors AA • Referred to as "AA Umpire" 	\$55 (\$45 if the test is not passed)
Juniors (7th and 8th graders)	>16 Adults	<ul style="list-style-type: none"> • Umpires that worked 2 years Majors AA level or above last year and are approved for Junior Level • Approved by Umpire Coordinator 	\$75 (IHSA certified) \$60 if not certified - approved by Coordinator

What levels can I work?

Umpires can work games at their level or below. When you work at a different level, your pay does not change. Exceptions to work "up" a level must be approved by the Umpire Coordinators.

Regular Pay

Pay is distributed by check once per month, usually 2 weeks after the end of the prior month. The check comes from our bank, and is addressed to the Umpire.

It is a white envelope and says "PAYMENT ENCLOSED"

Please do not throw it away, and CASH PROMPTLY. If you lose a check and we need to re-issue, we will confirm delivery of the first check, and you will be required to pay the "Stop Payment" on the first check.

All AA drafted umpires will be asked to fill out a W-9 to be kept on file in the event they make more than \$600 in a calendar year.

For other levels, when you approach \$600, the treasurer will send you a notice to fill out the W-9. Your next check will not be released until you provide tax information.

Special Pay

Below are the special circumstances where additional pay is paid to umpires.

Situation	Rookie, Supreme A, and Majors A Umpires	AA umpires	Junior league umpires
Game canceled at the field (no pitch thrown)	\$20 travel fee	\$25 travel fee	\$25 travel fee
Game canceled after at least one pitch thrown	Full game fee	Full game fee	Full game fee
Work a Sunday league game	N/A	\$10	\$10
Work a game alone if 2 umpires are scheduled	N/A	\$10	\$10

Time Sheets

Timesheets are required for all Rookie, Supreme A and Majors A league games. You should submit the timesheet to your umpire coordinator within 2 hours of the game's completion. After signatures are received, please text a picture of the timesheet to you Coordinator. If we do not receive a timesheet, you will not get paid for that game.

The timesheet should contain:

- Your name
- Date
- Time of Game
- Location
- Game Coordinator Signature

If you are an AA or a Junior Umpire, please text your Umpire Coordinator either before, or immediately after the game is complete. If we do not get a text, you will NOT get paid.

Personal Umpire Equipment

NLLB Umpires, at each game, should have:

1. NLLB Umpire t-shirt. If it is cold, you may wear proper clothing under/over the t-shirt
2. NLLB Hat (optional but helpful if the mask is loose)
3. Ball/Strike Indicator
4. Plate Brush
5. Rulebook (Link electronically on your phone).
6. Link to the local rules for your level.

Shared Umpire Equipment

A chest protector, shin guards, and mask are all located in the field boxes. The managers will have keys to open the box. It is your responsibility to put the equipment back in the box when you are done with it. Do not leave it outside of the box for the next umpire. Put it away.

If you have any problems with the equipment (broken, missing) text Ginny McCormack or Lisa O'Rear immediately so they can address.

Scheduling

After attending a clinic, your name is given to the Umpire Coordinator for your league level. The umpire coordinators will send you an introductory email to let you know how to work for them and how they schedule games. Follow their process to sign up for games.

Once you are assigned a game, you will receive an email and a text from TeamSideline - [Click on the link and accept the game](#). Once you do this, you will receive cancellations, time changes, field changes, etc. If you do not accept the game, you will not be informed of game changes.

Declining a Game or Cancelling an Assignment:

To cancel your signup to a game, you **MUST** communicate directly with the Umpire Coordinator. Do not go into the system and decline the game. Text your Umpire Coordinator. Do not email them, **TEXT THEM**.

To gain a year of experience and be considered for moving up to the next level, you must work a minimum of 5 games. These five games can be worked during Spring or Fall ball.

Who do I contact?

Ginny McCormack, vmccormack@nllb.org is the Lead Umpire Coordinator. She handles pay problems, some rules questions, equipment problems, and any difficulties on the field. Her cell phone is 630-337-2519.

Jim Meurer is the umpire representative on the Board of Directors. He is an experienced umpire and answers most, if not all, rules questions.

Umpire Coordinators handle all scheduling. Coordinator contact information is listed below:

Division	Coordinator	Email	Phone Number
Majors/Supreme AA	Ginny McCormack	vjmc366@gmail.com	630-337-2519
Majors A	Karen Noha	Karen_Noha@hotmail.com	630-886-6839
Supreme A	Scott Burns	pegnscopto@aol.com	630-364-8329
Rookie A and AA	Phil Chan	pwhc@yahoo.com	630-200-0126

UMPIRE EXPECTATIONS

PLEASE READ THIS ENTIRE SECTION - THERE IS IMPORTANT INFORMATION HERE!

1. You are contracted by Little League to work a full game. You are the only people on the field that are paid. This is your JOB.
2. Attend your assigned clinic or clinics. Just do it. Don't find an excuse. Attend. Lower level umpires will not be allowed to umpire if they do not attend.
3. Keep track of your own schedule. If you cannot make a game you signed up for, you need to TEXT your Umpire Coordinator ASAP. Do not email, do not just delete your sign-up, and do not just reject a game.
4. Do not no-show. If you no-show on me 2x, you will be removed from all remaining games and are done for the year. Unless you have received a text or email from League Athletics that a game is cancelled, show up to your game.
5. Be at your games 10-15 minutes BEFORE game time. Do not wander up at start time. Get there before, get your equipment, introduce yourself to the coaches. Again, this is your job. Do it well. If you are late to games repeatedly, we will stop scheduling you. Expectations increase at each level. If you are late, and the coaches find a substitute prior to hearing that the scheduled umpire is at the game, the scheduled umpire loses the game without pay.
6. Identify your game coordinator BEFORE the game. You may need their help and lower level umpires need their signatures on their time sheets. Game Coordinator is NOT A COACH.

7. Be professional. No exceptions
 - Do not, under any circumstance, be disrespectful to coaches or parents. As the umpire, you are in charge here, but you will be respectful to all involved, not sarcastic, not insulting, not disrespectful.
 - It is very important that you are in control of the game. De-escalation of tension is important. An umpire should never provoke tension.
 - Umpires found to be rude or disrespectful will be removed from any future games.
 - If a game is getting out of hand, stop the game and call Ginny McCormack or your Umpire Coordinator immediately.
8. Know your rules. Keep a copy of your local rules with you for your game.
9. Do not goof off in between innings. Stand behind the plate, get water, do not run the bases, throw a ball around.
10. No Cell Phones out during the game. Only exception is a time check between innings (1 minute) and final time toward the end of the game, but the coaches can be asked for that information.
11. After the game, send your timesheet to your Umpire Coordinator, or text your Umpire Coordinator, per your instructions.

If you have any questions, please do not hesitate to contact me. I can be reached at vjmc366@gmail.com and 630-337-2519.