



## POSITION DESCRIPTION

□

<b>Position Title:</b>	<b>Netball Umpire Coordinator</b>		
<b>Reports to:</b>	CEO, Operations Manager, Netball Operations Coordinator	<b>Direct Reports:</b>	Panel Umpires & Club Umpires
<b>Employment Status:</b>	Part Time (8-10 hours per week)		
<b>Time Commitment</b>	Flexible hours midweek and 3 1/2 hours per Saturday during Season.		
<b>Outer East Football Netball</b>	<p>Outer East FN is a two-division football and netball competition that covers a vast area of outer eastern Melbourne. From the Goulburn Valley Highway in its north-eastern region, through the Yarra Valley and Dandenong Ranges down to the Princes Highway in the southeast region. All in all, 19 different venues are used, Yea, Alexandra, Yarra Glen, Healesville, Warburton, Powelltown, Yarra Junction, Woori Yallock, Seville, Wandin, Mt Evelyn, Olinda, Upwey, Belgrave, Monbulk, Emerald, Gembrook, Pakenham &amp; Officer, Our affiliate clubs compete in an eighteen round home and away series followed by a four round finals series. The season commences early April and culminates with Grand Finals in late September. Every week we need to fill 18 umpiring positions throughout the competition. Our panel umpires officiate in our A Grade and B Grade competitions, where games are played back-to-back at venues on a Saturday afternoon. All of our umpires are required to have their C Badge accreditation as a minimum.</p> <p>Outer East Football Netball operations are based out of the Kilsyth Centre of Excellence located at 95 Colchester Rd Kilsyth.</p>		
<b>Commitment to Child Safety</b>	<p>We require all applicants to undergo background checks and screening prior to or during any appointment. Netball's Commitment Statement to Safeguarding Children and Young People and other important information can be found at <a href="http://outereastfn.com.au">Child Safety – Outer East Football Netball (outereastfn.com.au)</a></p> <p>At Outer East FN, we embrace diversity in gender, age, ethnicity, disability, religion and sexual orientation. We are committed to providing a safe environment for all children across Netball.</p> <p><b>Outer East FN's Commitment to Safeguarding Children &amp; Young People</b></p> <p>Every person in the netball community has a responsibility to understand their role in ensuring the safety and wellbeing of all children and young people in our care. Outer East FN is committed to promoting and protecting the rights of children and preventing abuse from occurring by fostering a culture where children feel safe and empowered. We also seek to ensure the cultural safety of First Nations children, children from culturally and/or linguistically diverse backgrounds and children with a disability.</p>		

### Primary Purpose of Position

- To enrich netball umpiring standards and numbers across all netball grades in the Outer East Football Netball competition.

### Key Responsibilities

- Foster the growth and raise the standards of umpires
- Develop strategies for recruiting both experienced and beginner umpires
- Organise umpire rosters (allocations) and maintain records using OfficialsHQ
- Ensure that Outer East FN umpiring pathways align with Netball Australia and Netball Victoria guidelines.
- Liaise with Netball Victoria regarding umpire courses/clinics/accreditation
- Co-ordinate badge testing as required
- Identify and organise the training and education opportunities for umpires
- Develop a mentor program for learner umpires
- Encourage beginner umpires including players to undertake formal umpire education and or become accredited umpires
- Ensure all umpires are rewarded and recognised for their efforts
- Work with the Netball Operations Coordinator to maintain records of umpiring services and accreditation
- Liaise with CEO in formulating a Budget anticipating cost of umpire accreditations/game payments
- Encourage umpires to nominate as umpires for Region, Association, Tournament, and other representative teams
- Set standards for umpire attire
- Carry out match observations and ongoing umpire reviews
- Provide a healthy and enjoyable environment for all umpires
- Submit regular reports to the operational staff and attend meetings as required

### Knowledge, Skills & Abilities

- Communicate effectively and has good interpersonal skills
- Well organised
- Able to relate to a diverse group of individuals
- Maintain confidentiality on relevant matters
- Good working knowledge of the Rules of the Game, By-laws, and Policies of the organisation
- IT competency familiar with basic operating systems including Netball Connect & PlayHQ
- Positive and enthusiastic
- Ethical, honest, and trustworthy
- Holds a current National "A" or "B" grade badge

### Other Requirements

- Current Drivers License
- Current Working with Children Card