



# OAKDALE NETBALL CLUB

PO Box 10256, Adelaide BC SA 5000

## Umpire Coordinator

### Overview Objectives

The Umpire Coordinator is a 'core' member of the committee and is a volunteer who gives up their time willingly for the common good without financial gain to support the club.

The Umpire Coordinator aims to:

- Coordinate training, development and management of umpires.

### Responsibilities

In the following activities:

- Conduct regular meetings with all club umpires and report to the Committees the outcome of all meetings
- Organise umpire rosters and maintain records
- Disseminate information to umpires regarding courses and seminars and provide umpire coaching where possible.
- Liaise with Netball SA regarding umpire courses/clinics/accreditation
- Foster the growth and raise the standards of umpires
- To foster a consistent culture of self-improvement and development with Umpires and Mentor
- Encourage beginner umpires including players and parents to undertake formal umpire education and or become accredited umpires. Work with the Secretary to maintain records of umpiring services and accreditation
- Ensure all umpires are rewarded
- Liaise with Treasurer in formulating a Budget anticipating cost of umpire accreditations/game payment
- Attend the meetings of the Committee held monthly and uphold the decisions of the Committee
- Participate in discussion and decision making of the committee
- Attend the AGM and General Meeting
- Undertake tasks at the request of the President or Executive Committee

### Desirable Knowledge and Skills

- National 'B' Badged umpire and appropriate 'My Netball' training
- Good interpersonal and communication skills
- Able to understand and disseminate the information to the members about club policies
- Able to keep and maintain accurate records
- Able to work in a logical and orderly manner with IT competency, familiar with basic operating systems
- Maintain confidentiality on relevant matters
- Good working knowledge of the Constitution, By-laws, Rules and Policies of the organization

### Personal Attributes

- Role model respectful behaviours and ability to lead by example
- Well organised and able to work in a logical orderly manner.
- Ethical, honest and trustworthy
- Dedicated club person
- Confident in leading strategic direction, maintaining a focus on the 'big picture'

### Reporting Line

Reports directly to Vice President of Netball Operations (VPNO)

### Executive Committee

The Club's Executive Committee is made up of President, Vice President/s, Treasurer and Secretary.

The Club's Committee authorises the Executive to make decisions in accordance with the Club's constitution in a timely and efficient manner without the need for full Committee approval. Any decision made by the Executive must be ratified by the full committee at the next meeting of the full committee.



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## Reference:

Netball SA Volunteer Management Plan- Template V12 - Position Description – Umpire Coordinator Page 50. Cited July 2018

This role statement is reviewed and endorsed by the Committee of the Oakdale Netball Club.

Last reviewed F Syrus July 2018

Signed:

Paul Jeffries President of Oakdale Netball Club

Date: 1<sup>st</sup> July 2018

Oakdale