



POSITION DESCRIPTION – ASSOCIATION UMPIRE DEVELOPMENT OFFICER

Organisation	Noranda Netball Association
Job Title	Association Umpire Development Officer (AUDO)
Position Type	Volunteer
Reports to	Noranda Netball Association Committee
Currently filled by	
Commencement date	
End date	Reappointed at the Annual General Meeting in February each year as decided by the Executive Committee.
Time Commitment	Approximately 15 hours per week (over a 52 week period)

POSITION DETAILS

Purpose

To develop the Association umpire squad and promote umpire education and accreditation within the Association.

Knowledge/Skills

- Minimum B Badge Umpiring Qualification
- Understanding of the umpire pathway and badging procedures
- Sound understanding of the “Rules of Netball”
- Experience in coaching, testing and talent identification of umpires
- Presenting skills
- Understanding of Child Safeguarding and the WA Working with Children compliance requirements
- Computer literacy
- Understanding of Noranda Netball Associations Policies and Procedures
- Effective communication and good interpersonal skills
- Act with integrity, confidentiality, and objectivity
- Good organisational skills
- Positive and enthusiastic attitude
- PlayHQ competency (desirable)

Typical time commitment

- Approximately 5 hours per week throughout the year (November to February)
- Approximately 25 hours per week through the winter season (March to October)



Responsibilities and Duties

- Act within the guidelines laid out by the Association and of the Association Umpire Development Officer's (AUDO) position description
- Understand the relevant Association policies, procedures and guidelines
- Provide feedback to the committee on relevant policies, procedures and guidelines pertaining to umpiring
- Nominate, oversee and run an Umpiring Committee
- Design, implement and review the umpire development plan for the Association
- Prepare an annual budget for umpire development, activities and programs and submit to the committee/board for approval
- Ensure an introductory umpire program such as the "Green Shirt Program" is run at the Association
- Appoint a "Green Shirt" Coordinator and liaise with and support the Coordinator as required
- Prepare a calendar of events for umpires, and make sure all umpires are aware of upcoming events and development courses offered by the Association and Netball WA
- Arrange/deliver umpiring courses and workshop opportunities for umpires within the Association
- Disseminate information to the Association's Clubs regarding umpire courses, training, development opportunities and seminars
- Encourage beginner umpires to undertake umpire workshops and work towards formal umpire badging
- Liaise with NetballWA regarding umpire and umpire coach development and talent identification
- Attend professional development as required
- Develop and implement an umpire development program
- Coordinate selection and management of umpires for the Association representative teams and assist them in their preparations
- Work with the Association administrator to complete nomination of the representative team's umpires
- Attend representative carnivals
- Be available to answer queries from umpire coaches, umpires (and if underage their parents)
- Build a volunteer workforce to assist with umpire talent identification, umpire coaching and badging
- Develop an umpiring squad by providing pathways and coaching
- Develop umpire coaches and badge testing panels
- Organise payments to squad umpires on an agreed upon basis
- Organise umpire rosters
- Maintain a database and develop a communication link with Club Umpire Coordinators
- Carry out administrative duties pertaining to the role as required
- Always abide by the Associations Code of Conduct
- Submit reports to the Association Committee as required



ESSENTIAL

- At all times ensure a Child Safe environment
- Comply with the Netball Australia Member Protection Policy and Child Safeguarding Policy
- Comply with the WA Working with Children Check (WWCC) Legislation which means:
 - If your usual duties involve, or are likely to involve, contact with a child under 18 you will be required to obtain a WWCC
 - If you fall into an WWCC exemption category, a Volunteer National Police Clearance Certificate is required
- Promote and display the Associations/Clubs values and behaviours
- Promote netball in a positive manner

ADDITIONAL INFORMATION

Volunteering in this position gives you the opportunity to:

- Work as part of a team dedicated to the growth and development of Noranda Netball Association
- Meet and network with other volunteers and industry professionals
- Have input into the goals and objectives of Noranda Netball Association
- Use your skills in a positive and engaging way
- Develop a greater understanding of sports management structures

This role may attract a one off honorarium payment after the completion of both the Winter and Spring netball seasons. Any such payment will be decided by the NNA Committee.

To apply for this position, forward your resume or for further information please contact Janice Clamp, Noranda Netball Association President via email: president@norandana.com.au