

The Umpire Convenor is the person who provides the coordinating link between prospective and current umpires and the Whitehorse Netball Association.

### **Responsible to**

The Umpire Convenor is directly responsible to the President of Ignite Netball Club and the Club members.

### **Responsibilities and Duties**

The Umpire Convenor should:

- Adhere to the Ignite Netball Club Volunteer Code of Conduct and Child Protection Policy, and provide an up to date Working With Children Check to the Club as outlined in the Child Protection Policy;
- Prepare and publicise umpire pathways through the club website and social media pages;
- Act as the liaison between the Club, WNA and current and prospective umpires;
- Direct prospective and current umpires to online umpire exam through VNA (gmail);
- Keep a register of current umpires, their contact details and VNA;
- Submit a 'Team Umpire' and 'Panel Umpire' list to Whitehorse at the commencement of each season:
  - One 'team umpire' per registered team must be provided;
  - 'Panel Umpires' are badged umpires and are paid by Whitehorse Association;
  - Umpires are listed in order of experience
- Maintain an open dialogue with WNA in regards to progression of umpires through to 'badging';
- Encourage and enable young prospective umpires to join the 'Have a Try' sessions held at 8:10 and 9:00 am on Saturday mornings;
- Organise for all 'Team Umpires' to be paid \$10 per game by Club Treasurer;
- Attend regular Club meetings and represent Club at Association Meetings where requested.

### **Knowledge and Skills Required**

Ideally the Umpire Convenor is someone who:

- Can communicate effectively;
- Is well organised and can delegate tasks;
- Can maintain confidentiality on relevant matters;
- Has a good working knowledge of the rules of Netball and umpiring.
- Is able to encourage and motivate young players in their umpiring career.

### **Estimated Time Commitment Required**

The estimated time commitment required as the Umpire Convenor of Ignite Netball Club is ½ - 1 hour per week.

Reviewed Date: May 2018