

21 January 2019

## **POSITION VACANCY – REFEREE DEVELOPMENT MANAGER**

Reporting to: Head of Participation

Department: Participation

Location: Deakin, Canberra, Australian Capital Territory

The ACT Football Federation (trading as Capital Football) is the governing body for football and futsal in the ACT and surrounding region. Capital Football is comprised of 46 clubs with over 31,000 registered participants including players, coaches, referees and club administrators.

### **PRIMARY OBJECTIVE**

The Referee Development Manager (RDM) role is a full-time position providing technical leadership to the referee development programs delivered by Capital Football.

The RDM will establish a team of referee assessors and course instructors to deliver the schedule of assessments and courses within the referee development program.

The RDM will monitor all feedback relating to referee performance and establish referee panels from which referees will be appointed to Capital Football competitions (which will be communicated by the Referee Administration Manager).

The RDM will prepare all referee development plans and make recommendations to FFA relating to those referees nominated to officiate at National Youth Championships and be considered for the HAL and WWL elite panels.

The RDM will work collaboratively with the Referee Administration Manager to deliver professional and consistent support and services to the regions match officials.

### **KEY AREAS OF RESPONSIBILITY**

#### **General**

- Draft development plans for the Referee programs
- Contribute to budget development for the Referee programs
- Performs all duties as directed by the Head of Participation and CEO

#### **Referee Education**

- Develop a calendar of accreditation courses, informed by data analysis of current standards and a gap analysis against identified targets
- Identify opportunities for further education (other than formal courses) to help develop the region's referees
- Establish a panel of instructors to deliver the formal referee accreditation courses.



## Referee Development and Training

- Establish referee panels informed by feedback from referee assessors and club evaluation forms
- Select referees from the panels for appointment to Capital Football competitions
- Recommend referees to FFA for invitation to officiate at national championships and be considered for the HAL and WWL elite panels
- Coordinate the weekly training and development program for Capital Football referees
- Manage and continually enhance the Referee Academy within the Kanga Cup
- Establish and deliver a referee development program in schools
- Explore other opportunities to support referee development, including exchanges nationally and internationally
- Establish and manage a panel of referee assessors

## Innovation

- Collaborate with Commercial and Performance Departments to realise best use of existing digital platforms to enhance our services to referees
- Review and recommend new platforms to further enhance efficiency and end user experience

## KNOWLEDGE, SKILLS AND BEHAVIOUR REQUIRED

- Comprehensive understanding of Referee development and education
- Demonstrated experience refereeing and/or assessing referees at an elite national or international level
- Demonstrated stakeholder engagement experience
- Demonstrated conflict resolution experience
- Demonstrated customer service experience
- High level communication skills (verbal and written)
- Team player
- Eligible to work in Australia
- Working with Vulnerable people compliant

## MAJOR INTERACTIONS

- Capital Football Head of Participation
- Capital Football Staff, contractors and volunteers
- Capital Football Referees
- Capital Football Club Presidents and Secretaries
- Football Federation Australia
- ACT Government and Active Canberra

## APPLICATIONS

Please address all applications to the Chief Executive Officer - Capital Football

Applications must be lodged by email to [recruitment@capitalfootball.com.au](mailto:recruitment@capitalfootball.com.au) **no later than 15 February 2019.**

