

Club Vested Official

Overview:

The Club Vested Official (CVO) is a representative of the club and is responsible for the actions of the supporters from their club. The CVO should make themselves known to the Match Officials and assist them where necessary.

CVO's from each club should work together on match day to quell any poor crowd behaviour and provide a unified approach to a positive participant experience.

Requirements for CVO's at all Capital Football matches are;

NPL, NPL 2 and NPLW 1st Grade – 3 Club Vested Officials

NPL and NPL 20's NPLY 18's and NPLW Reserve Grade – 2 Club Vested Officials

All other matches – 1 Club Vested Official

Expectations:

- Be clearly identifiable at all times by wearing a Club Official vest
- Thoroughly understand your clubs and Capital Football rules and Regulations:
- Be Familiar with:
 - codes of conduct for parents, players, coaches and officials
 - processes for dealing with sport rage incidents
- Understand your club and Capital Football's disciplinary procedures and penalties
- Understand the degree to which club and Capital Football rules can be enforced on non-members (non-members are not necessarily bound by club rules)
- Be skilled and confident at resolving conflict and dealing with difficult people
- Support and uphold the principles of fair play
- Use a formal incident recording and reporting process.
- All CVO's should be at least 18 years old
- The CVO should not be the ball retriever
- The CVO should not remain in the Technical Area unless instructed by the Match Officials
- The CVO should not be in the canteen or on the BBQ



Duties of a Club Vested Official

The following are the basic requirements of the Club Vested Official:

- Make themselves known to Referee before the start of each match;
- Ensure that teams are ready to start games at the scheduled kick off time;
- Ensure that spectators do not encroach onto the playing field during the match;
- Ensure that the area behind the goal area is kept clear at all times;
- Ensure that no persons enter the field of play, including coaches or managers (especially to treat injured players) until permission is granted by the Referee;
- Assist the Referee as requested at any time;
- Ensure that alcohol is not consumed in the immediate vicinity of the playing field until after completion of the last match.

In all other matters pertaining to ground control, the Club & Club Vested Officials must ensure that no conduct is permitted that would prove prejudicial to the interests of the Club or Capital Football.

Tips for conflict resolution

- Receive other people's comments without interruption
- Speak pleasantly – be aware of the tone of your voice and the type of language you use
- Use non-aggressive body language and facial expressions (eg. don't point your finger, don't stand with your hands on your hips)
- Don't become emotionally involved
- Be patient
- Stay calm no matter what the person says or does
- If the conflict turns physical, don't get involved – call the police immediately
- Look for signs of the situation getting out of hand (eg. tension growing on the sideline) and act early before it reaches boiling point.



CAPITAL FOOTBALL CLUB VESTED OFFICIAL

