



PROVINCIAL RUGBY UNION

Job Title: Referee Education Officer	Provincial Union: Tasman/Buller
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TASMAN RUGBY UNION REFEREE EDUCATION OFFICER

PROPOSED POSITION DESCRIPTION

(This document is subject to review from time to time)

POSITION DETAILS	
TITLE: REO	Name:
Reports to: Rugby Operations Manager	Location: Tasman Rugby Head Office, Nelson
Reporting to this Position:	
FUNCTIONAL RELATIONSHIPS: Internally <ul style="list-style-type: none"> ▪ Rugby Operations Manager ▪ Community Rugby Manager ▪ Chief Executive ▪ CoD & MRSU ▪ Mitre 10 Cup Coaches ▪ Other Tasman Rugby Union Personnel 	Externally <ul style="list-style-type: none"> • Tasman Rugby Referees Executive • Referees <ul style="list-style-type: none"> ○ NZR CRM ○ NZR Referee Manager ○ NZR Professional Referees ○ Tasman ○ Buller ○ Other PU's • Administrators <ul style="list-style-type: none"> ○ Club ○ School • RRAs (other) • Associate Referees
POSITION OBJECTIVE: To develop and implement programmes that maximise the participation of referees for Referees and referee to develop their skills and provide even and competitive competitions at Primary, Secondary Schools, Club and representative level. To provide leadership, operational, administrative support and management to Tasman Rugby Referees. To provide a clear line of leadership and communication between affiliated organisations and TRU.	

PURPOSE OF THE POSITION/s:

1. Provide leadership, operational, administrative support and management to Tasman Referee Association
2. Promote and implement initiatives that increase recruitment, retention, training and education of referees.
3. Instigation and progression of training and development resources and responsibility for the delivery of services to referee association/s, provincial union/s, schools, and clubs, in a manner which exemplifies best practice and which enhances game development.
4. Education of Referees, referee, media and fans in the Laws of the Game and the role of the referee.
5. Develop a referee High Performance Unit for the following groups:
 - a. Elite Premier Panel (8)
 - b. WTG Elite Panel (10)
6. Establish a mentor, training and development program for the following groups:
 - a. Elite Premier Panel (8)
 - b. WTG Elite Panel (10)
7. Member of the Mako ITM management group in law understanding and training of professional rugby Referee

KEY DUTIES:

1. Referee Education positions Tasman Rugby Union
2. Management of Tasman Rugby Referees
3. Facilitate leadership to the appropriate TRU staff
4. Development of strong internal and external relationships
5. Assist operationally within the Tasman Rugby Union

KEY TASKS	EXPECTED RESULTS:
1. Management and Leadership	i. Provide leadership and management to Tasman Rugby Referees ii. Provide operational and administrative support to Tasman Rugby Referees
2. Recruitment & Retention	i. A comprehensive referee recruitment and retention plan is developed and implemented ii. Referee recruitment and retention goals are achieved iii. Assist clubs with referee recruitment
3. Elite Referee Development <ul style="list-style-type: none"> • Assist the NZRU when required the in the review and development of referee resource. • Plan and implement programmes that will enhance the referee ability • Identify exceptional talent and ensure individual development plans are formulated, implemented and monitored to maximiser the individual’s potential. • Develop and mentor elite panel • Oversee Junior Academy Programme for elite Referees • Plan and implement club coaching programmes for parental referees 	i. Referee development programmes for all ages and levels are developed and implemented ii. Talent identification programme is well developed iii. Coaching programmes are organised and delivered to a high standard iv. Tasman Rugby Referees are well organised, represent the region with pride and are successful

<p>4. Referee Development</p> <ul style="list-style-type: none"> • Develop an environment that will attract and retain referee at Primary, secondary school, Club and age grade representative level. • Develop and implement recruitment drives annually for referee at Club, school and age grade representative level. • Monitor the performance of referee to ensure they are implementing the best principles of coaching. • Assist referee in training sessions when requested. • Act as a member of the selection panel for the appointment of Representative Referee. • Develop and delivery junior age group refereeing course. • Develop and delivery senior club men and women refereeing course at each club. • Develop mentoring recruitment plan. 	<ul style="list-style-type: none"> i. A comprehensive coach recruitment and retention programme is developed and implemented ii. Coach recruitment and retention goals are achieved iii. An effective coach identification and development programme is in place iv. There is a clear policy on the appointment of representative referees v. Increase delivery and support to referee of all levels with the Tasman region. vi. Utilise TRU, franchise and NZR resources to assist.
<p>5. Women's Refereeing</p> <p><u>WOMENS REFEREEING</u></p> <ul style="list-style-type: none"> • Develop and deliver skill development modules for women based on NZR resources. • Develop recruitment model for women referees <p><u>GIRLS REFEREEING</u></p> <ul style="list-style-type: none"> • Develop and deliver skill development modules for girls based on NZR resources. • Develop recruitment model for girl referees 	<ul style="list-style-type: none"> i. Utilise NZR resources to assist.
<p>6. General</p> <ul style="list-style-type: none"> • To be a productive and positive team member of the TRU staff 	<ul style="list-style-type: none"> i. Positive, honest and helpful interaction within the team environment

CUSTOMER:	ACCOUNTABILITY STATEMENT:
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PU/s and RRA/s	<ul style="list-style-type: none"> • Manage, administer and provide leadership to Tasman Rugby Referees. • Promote and implement NZRU and provincial policies to enhance referee, coach, Referee and fan education. • Liaise with provincial rugby development officials to identify issues and establish education and training needs. • Manage the provision of refereeing services at provincial competitions and tournaments and assist at regional events. • Represents provincial unions at identified rugby and sporting symposiums. • Manage special projects implemented by provincial union/s • Assist with the development of the provincial union referee business plan, including budgets • Advocate best practice and manage strategic planning and implementation of refereeing services • Develop and deliver Training and Development material to active referees, referee evaluators, associate referees and trainers. • Promotion and implementation of provincial recruitment and retention programmes • Develop, deliver and implement NZRU Safety Programmes • Coordinate and manage provincial/regional referee squad programmes and activities. • Develop and implement activities to educate Referees, referee, media and supporters in the Laws of the Game and the role of the referee. • Develop High Performance Unit • Mentor Elite panel • Provide refereeing development and support to Mitre 10 Cup squad • Provide refereeing development and support to Heartland squad • Provide refereeing services and support to provincial representative teams
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Person Profile

COMPETENCIES/ATTRIBUTES:

Technical Skills, Knowledge and experience	<ul style="list-style-type: none"> • Experience in a teaching role or a role that developed technical skills in programme design and delivery • Experience in managing a budget • A detailed strategic and technical knowledge of the game and a passion/commitment to it
People/ Communication Skills	<ul style="list-style-type: none"> • Empathy and understanding of an individual’s needs regardless of background and ethnicity • Good relationship management skills – effectively builds and maintains effective long-term networks and relationships with key stakeholders, service providers, and associated organizations and agencies • Excellent mentoring/coaching skills • Effective counseling skills – the ability to listen effectively and to provide appropriate direction and support. Knows when it is appropriate to seek more qualified/expert assistance
Teamwork	<ul style="list-style-type: none"> • Builds and maintains effective working relationships with colleagues and external stakeholders • Readily and willingly shares information and supports the work of others • Works collaboratively and co-operatively with others • Works hard and has the ability to resolve conflicts when they arise, and to maintain organisational harmony

QUALIFICATIONS AND EXPERIENCE:

QUALIFICATIONS, EXPERIENCE, SPECIAL SKILLS, AND ATTRIBUTES:

	ESSENTIAL	PREFERRED
Education/Achievements		Tertiary qualifications relevant to current position
Experience/Knowledge	<ul style="list-style-type: none"> • Knowledge of the Principles of Rugby • Knowledge of the Laws of the Game 	Five years refereeing experience. Experience and success in the delivery of training courses.
Special Skills/Attributes	<ul style="list-style-type: none"> • Ability to train referees, referee, and referee evaluators • Ability to referees • Communication skills • Time management skills • Coordination • Delegation • Presentation • Problem solving • Facilitation 	Financial accountability Administer/facilitate meetings and courses