



Mountain Creek Netball Club

Umpire Coordinator

Position Type:	Voluntary
Reports To:	MCNC Executive Committee
Position Length:	1 Year (From AGM to AGM – approx. September to September).
Position Hours:	Sign-on, grading days, Saturdays, and some evenings.
Certifications Needed:	Current Blue Card (working with children check).

General Description / Responsibilities

Job Purpose:	The role of the Umpire Coordinator is to provide support, growth and organisation to the umpiring network within the club. The Umpire Coordinator is primarily responsible for managing the club's group of umpires, running beginner programs, and allocating umpires for club carnivals and gradings.
Job Responsibilities:	<p>The responsibilities of the club Umpire Coordinator are:</p> <ul style="list-style-type: none"> • To be well informed of all organisation activities. • Have a good working knowledge of the club's and SCNA's umpiring levels and pathways. • Ensure all relevant information required to know by umpires is distributed or made accessible at all times (e.g. theory/practical assessments, carnivals, representative dates). • Report back to the Executive Committee regarding any complaints made, or any endeavours to further our club's umpiring pathways.
Specific Roles:	<ul style="list-style-type: none"> • Organise and run a beginner umpires course early in the season so any new umpires can learn the basics of umpiring prior to their first game. • Organise umpires for club and SCNA gradings to ensure all teams have an umpire of competent standard relevant to their division/age. • Organise umpires for the SCNA carnival and any other local carnivals to ensure all teams have an umpire of competent standard relevant to their division/age. • Liaise with the Uniform Coordinator to distribute all umpires shirts. • Manage and respond to any inquiries during the season regarding umpiring of fixtures. • Help with other tasks when needed to support the committee. • Be available and responsive via email throughout the season. • Be available for all club events including sign-on day, grading days, all Saturdays, and Club Break Up. • Be available all day on BBQ day and photo day to assist committee.
Umpire Coordinator Capabilities:	<p>The individual taking on Umpire Coordinator will require:</p> <ul style="list-style-type: none"> • Be an association badged umpire where possible. • Where necessary, has appropriate training, accreditation, or qualifications to ensure their responsibilities are carried out within the organisation. • Strong communication and interpersonal skills.

	<ul style="list-style-type: none"> • Ability to function in a team environment with evenly distributed responsibilities. • Well-developed decision-making skills and be receptive to change. • Understand how to separate personal interest and association matters so to always act in the best interest of the organisation. • Dedication and a good role model to the community and committee.
--	---