



## POSITION DESCRIPTION

*Netball Victoria exists to improve people's lives.*



<b>Position Title:</b>	<b>Umpiring Lead</b>										
<b>Department:</b>	Community Netball	<b>Reports to:</b>	Performance Competitions Manager Competitions Coordinator - Parkville								
<b>Location/s:</b>	State Netball Centre (SNC), Parkville										
<b>Employment Status:</b>	Volunteer										
<b>Honorarium:</b>	Dependent on competition session.										
<b>Employment Conditions</b>	<p>Parkville Netball Competitions are currently held on Monday, Tuesday, Thursday, Saturday.</p> <p>Competitions commence in January and finish in December, unless extenuating circumstances require this to be altered.</p> <p>Hours of engagement per day are as follows:</p> <table> <tr> <td>Monday</td> <td>6.00 pm – 10.00 pm</td> </tr> <tr> <td>Tuesday</td> <td>6.00pm – 10.45 pm</td> </tr> <tr> <td>Thursday</td> <td>6.00 pm – 10.00 pm</td> </tr> <tr> <td>Saturday</td> <td>8.00am – 4.30pm</td> </tr> </table>			Monday	6.00 pm – 10.00 pm	Tuesday	6.00pm – 10.45 pm	Thursday	6.00 pm – 10.00 pm	Saturday	8.00am – 4.30pm
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<b>Environment</b>	<p>Netball Victoria is a not-for-profit, member-based organisation which is governed by a volunteer Board of Directors. It is the peak sporting body for netball in Victoria and is affiliated with Netball Australia.</p> <p>Netball Victoria exists to improve people's lives. Our core values of: <i>'We empower each other'</i>, <i>'We strive to go beyond existing barriers'</i>, and <i>'We are leaders'</i> – inform who we are, both individually and collectively, and therefore how we take up our organisational roles.</p> <p>The Netball Victoria Executive Team comprises of CEO and General Managers across: Commercial Development, High Performance, Government Relations &amp; Facilities Development, Member Services, People &amp; Capability, Stakeholder Relations and Product Development, Finance, and Community.</p>										
<b>Commitment to Child Safety</b>	<p>We require all applicants to undergo background checks and screening prior to or during any appointment. Netball's Commitment Statement to Safeguarding Children and Young People and other important information can be found at <a href="https://vic.netball.com.au/child-safety-netball">https://vic.netball.com.au/child-safety-netball</a></p> <p>At Netball Victoria, we embrace diversity in gender, age, ethnicity, disability, religion and sexual orientation. We are committed to providing a safe environment for children across Netball.</p> <p><b>Netball Victoria Commitment to Safeguarding Children &amp; Young People</b></p> <p>Every person in the netball community has a responsibility to understand their role in ensuring the safety and wellbeing of all children and young people in our care. Netball Victoria is committed to promoting and protecting the rights of children and preventing abuse from occurring by fostering a culture where children feel safe and empowered. We also seek to ensure the cultural safety of First Nations children, children from culturally and/or linguistically diverse backgrounds and children with a disability.</p>										

### Primary Purpose of Position

In collaboration with the Competitions Coordinator - Parkville and Umpire Coach/Supervisors, manage umpire allocation and development on the relevant competition night.

### Key Responsibilities

Accountabilities	Overview of Tasks
<b>Primary Duties</b>	<ul style="list-style-type: none"> <li>• Communicate with a pool of umpires regarding their availability and game allocations.</li> <li>• Allocate umpires to matches based on performance and development outcomes in consultation with the Umpire Coaches/Supervisors.</li> <li>• Ensure that umpires are given the opportunity to progress and be challenged and are kept informed of their progress.</li> <li>• Organise testing panels for umpires and notify the Senior Competitions Coordinator when tests are to be undertaken.</li> <li>• Allocate umpires to finals matches in collaboration with Umpire Coach/Supervisors.</li> <li>• Collaborate with the Umpiring Leads on other competition nights/days regarding umpires ready to progress.</li> <li>• Work with Netball Victoria High Performance Umpire Coaches to identify upcoming umpires and allocate matches to umpires who may need preparation prior to or during the VNL season.</li> </ul>
<b>Game Night Duties</b>	<ul style="list-style-type: none"> <li>• Coordinate the allocation of Umpire Coach/Supervisors across all games on the relevant night.</li> <li>• Be courtside to provide umpires with coaching via regular and constructive feedback, both verbal and written.</li> <li>• Manage spectator behaviour as required.</li> <li>• Be available to coaches/captains during and/or after the match for clarification of rule interpretations.</li> <li>• Record any incidents and complete an Incident Report form, then report to the Court Supervisor.</li> <li>• Handle any disputes in relation to umpires using appropriate grievance processes.</li> </ul>
<b>Other Duties</b>	<ul style="list-style-type: none"> <li>• Attend and participate in Professional Development sessions as identified by Netball Victoria.</li> <li>• Abide by Netball Victoria's policies and procedures, including but not limited to:               <ul style="list-style-type: none"> <li>○ Netball Victoria Child Safety Standards</li> <li>○ Netball Victoria identity anchors.</li> <li>○ Netball Victoria Constitution, Policies and Procedures.</li> </ul> </li> </ul>
<b>Contributing to NV Culture</b>	<ul style="list-style-type: none"> <li>• Be committed to, and at all times, display behaviours consistent with Netball Victoria's identity anchors.</li> <li>• Be open minded and embracing of Netball Victoria employees, communities and stakeholders.</li> <li>• At all times, contribute to a safe and healthy workplace.</li> <li>• Work collaboratively with the Parkville Netball Administration and other NV staff as required.</li> </ul>

<b>Qualifications, Experience, Skills &amp; Values</b>
<b>Essential</b>
<ul style="list-style-type: none"><li>• Hold a minimum B Grade badge.</li><li>• Working with Children Check linked to Netball Victoria.</li><li>• Hold a current Netball Victoria membership.</li><li>• Good communication and feedback skills.</li><li>• A willingness and experience in assisting in another person's growth and development, and to create a positive environment for learning.</li><li>• Strong personal integrity.</li><li>• Strong customer service skills.</li><li>• Ability to work independently.</li><li>• Ability to meet deadlines and manage time effectively.</li></ul>
<b>Desirable</b>
<ul style="list-style-type: none"><li>• First Aid qualification.</li><li>• Good working knowledge of competition bylaws.</li><li>• Some knowledge and/or experience working with individuals, groups or communities from an All Abilities, Multicultural or Indigenous background will be an advantage.</li></ul>