

## Position Description Umpiring Convenor

<b>Purpose</b>	The role of the Umpiring Convenor is to oversee our umpiring programs, allocation of umpires in our competitions, provide umpire training and mentoring and to assist all umpires when required.
<b>Responsibilities</b>	<p>Primary responsibilities for the role of the Umpiring Convenor include:</p> <ul style="list-style-type: none"> <li>• To act as co-ordinator of the umpiring subcommittee</li> <li>• To abide by the Constitution, standard policies and procedures (SOPPs) and codes of behaviour of the Association</li> <li>• Foster the growth and raise the standards of umpires in our Association</li> <li>• With the assistance of the umpiring sub-committee, facilitate coaching and mentoring programmes for our umpires.</li> <li>• Arrange umpires for all representative events</li> <li>• Ensure that information is made available to all umpires regarding theory and practical assessments, umpiring camps and any other umpiring opportunities that may occur</li> <li>• Maintain a database of all Association umpires and their accreditation</li> <li>• Organise any practical examinations for candidates wishing to obtain umpires badges</li> <li>• If required, attend general meetings of the Association and present a report.</li> </ul>
<b>Requirements</b>	<p>Must be a nationally accredited umpire with a minimum of a National C badge</p> <p>Current working with Children clearance (Blue Card)</p> <p>To act in the best interests of the Association at all times.</p>

<b>Knowledge and Skills</b>	<ul style="list-style-type: none"> <li>• Strong communication and interpersonal skills</li> <li>• Basic computer skills, word, excel &amp; email</li> <li>• Well organised</li> <li>• Experience with planning.</li> <li>• Receptive to change.</li> </ul>
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