



**POSITION DESCRIPTION**

Revision Date: November 2023

<b>Position Title:</b>	<b>Umpire Development Officer Part Time</b>
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<b>Work Area:</b>	Community Netball	<b>Reports to:</b>	Community Netball Manager
<b>Responsible for:</b>	Umpire development for Auckland Region Centres		
<b>Geographic area:</b>	Auckland Region		
<b>Employment Status:</b>	Part time 25 hours per week, Fixed Term		

<b>Primary Purpose of Position</b>	
<p>The Umpire Development Officer plays an important part implementing NNZ Poipoia strategy and the Netball Northern Zone Community Netball Plan in order to:</p> <ul style="list-style-type: none"> <li>• Increase the number and quality of umpires at all levels in the game and increase the engagement of umpires at Centres in Auckland.</li> <li>• Proactively support Umpire Coach Developers in the Auckland region.</li> <li>• Assist in opportunities that aid the development of umpires from grassroots to performance level, create a culture for excellence with formal and informal opportunities.</li> <li>• Support netball centres in improving the capacity and capability of grassroots umpiring through their Centre Umpire Development Plans.</li> <li>• Support implementation of Umpire Capability Project to develop best practice model and resources at Centres</li> </ul>	

<b>Responsibilities &amp; Measures</b>	
<b>Key Accountabilities</b>	<b>Critical Factors</b>
<b>Leadership</b>	<ul style="list-style-type: none"> <li>• Build and maintain strong relationships with netball centres.</li> <li>• Support implementation of Umpire Capability Project at targeted Centres</li> </ul>
<b>Strategy and Planning</b>	<ul style="list-style-type: none"> <li>• Contribute to the Zone Community Operations Plan by advocating for the needs and issues of umpire development.</li> </ul>
<b>Umpire Development</b>	<p><b>Centre Support</b></p> <ul style="list-style-type: none"> <li>• Ensure all netball centres have a Centre Umpire Development Plan</li> <li>• Assist with the planning and delivery of umpire modules</li> <li>• Communicate umpiring matters to the relevant umpiring groups and ensure all netball centres have information to develop umpiring.</li> <li>• Proactively engage Centre umpire committees to utilise Best Practice Resources</li> </ul>

Responsibilities & Measures	
Key Accountabilities	Critical Factors
	<p><b>Coaching and Assessing</b></p> <ul style="list-style-type: none"> <li>Engage with Centres to identify Coach Developers, and provide training and ongoing support to Coach Developers</li> <li>Identify Umpire Coaches training requirements and support Centre UCD's to progress upskilling and upgrading</li> </ul> <p><b>Database</b></p> <ul style="list-style-type: none"> <li>Provide required information to ensure quality effective umpire databases are available at Zone level.</li> </ul> <p><b>Monitoring and Reporting</b></p> <ul style="list-style-type: none"> <li>Provide insights to Zone and NNZ (via Umpire Lead) on effectiveness of umpire development programmes, and participation levels of umpires across Zone</li> </ul>
<b>Professional Development</b>	<ul style="list-style-type: none"> <li>Actively participate in the National Umpire Coach Development Forums.</li> <li>Actively participate in professional development programmes provided by NNZ, Sport NZ, RST's or equivalent.</li> </ul>
<b>Relationships</b>	<ul style="list-style-type: none"> <li>Work collaboratively with Netball Centres, NNZ and Zones, and Northern Zone personnel to share mutually beneficial practices and learnings</li> </ul>
<b>The Netball System</b>	<ul style="list-style-type: none"> <li>Support the planning and delivery of Zone events as requested by the Community Netball Manager.</li> <li>Undertake any other tasks as requested by the Community Netball Manager to support the delivery of quality netball experiences and meeting outcomes of Zone Community Netball Plan.</li> </ul>
<b>Communication</b>	<ul style="list-style-type: none"> <li>Achieve a high and positive profile for Netball Northern Zone with all activities.</li> <li>Develop and maintain effective communication channels with the netball community.</li> <li>Contribute to the Zone Newsletter and communications</li> <li>Ensure digital media relating to umpire is current, regularly updated, and contribute to creating media content</li> </ul>

Key Relationships	
External	Internal
<ul style="list-style-type: none"> <li>NNZ National Technical Officials Manager</li> <li>NNZ Community team</li> <li>Netball Centre staff and umpires</li> </ul>	<ul style="list-style-type: none"> <li>Zone CEO</li> <li>Community Netball Manager</li> <li>Umpire Lead</li> <li>Community Team personnel</li> <li>Other Zone staff</li> </ul>

Delegation of Authority	
N/A	

Other
<ul style="list-style-type: none"> <li>Travel and weekend work is expected and managed within the total working hours..</li> <li>Drivers licence essential</li> </ul>

<b>Core Competencies, Skills &amp; Qualifications/Experience</b>	
<b>Competency</b>	<b>Descriptors</b>
<b>Specialist Knowledge and experience</b>	<ul style="list-style-type: none"> <li>• Broad sport sector knowledge with a minimum of 2 years experience and knowledge in umpire development</li> <li>• Training development/teaching and umpiring experience</li> <li>• Strong understanding of Community Netball and hands on experience</li> <li>• Strong relationship management skills and ability to work with a diverse range of stakeholders</li> </ul>
<b>Leadership and strategic ability</b>	<ul style="list-style-type: none"> <li>• Strong stakeholder management with interpersonal and intrapersonal skills that generate mutual respect and trust</li> <li>• Confident, decisive and objective with experience of making sound decisions especially under pressure</li> <li>• Strong sense of accountability and desire to deliver against goals</li> <li>• Comfortable giving and receiving constructive feedback</li> <li>• Skilled at determining important issues, prioritising and multi-tasking</li> </ul>
<b>Business and Personal Acumen</b>	<ul style="list-style-type: none"> <li>• Willingness to be accountable and measured on performance</li> <li>• Accepts legal and fiduciary responsibilities</li> <li>• Networks effectively in the netball world and in the wider sports sector</li> </ul>
<b>Communication and Personal skills</b>	<ul style="list-style-type: none"> <li>• Conveys credibility, ability to influence and ensuring 'buy in' from a diverse range of stakeholders</li> <li>• Exceptional oral communication: clear, concise, effective and persuasive</li> <li>• Communicates consistently, openly and honestly in any situation</li> <li>• Quickly establishes and maintains rapport and effective relationships at all levels, with both internal and external stakeholders</li> <li>• Is dedicated, highly motivated, enthusiastic and considerate at all times</li> <li>• Collaborates well, voluntarily sharing appropriate information across all levels and thrives in a team environment</li> <li>• Maintains professionalism, empathy and understanding at all times</li> <li>• Highly adaptable and flexible, coping well with change and deadlines</li> </ul>
<b>Passion for Sport</b>	<ul style="list-style-type: none"> <li>• Makes decisions with the best interest of sport in mind</li> <li>• Has a good knowledge of sport in general and netball in particular</li> </ul>