

Job Description

Match Officials Community Development Manager



JOB DESCRIPTION	
Job Title	Match Officials Community Development Manager
Salary	Band 5
Location	National Centre of Excellence
Hours of Work	5 days per week to include Saturdays
Responsible To	Head of Rugby Participation
Responsible For	N/A
Contractual Status	Permanent, full time and subject to 6-month probationary period
Role Summary	<p>To manage and service the officiating male and female community game in Wales with competent match officials</p> <p>To establish and maintain effective working relations with appropriate agencies and to promote the development of male and female match officials throughout Wales</p> <p>To implement and manage a comprehensive referee recruitment, development and training programme, which adequately reflects the strategic objectives of the WRU</p>
Key Responsibilities and Main Tasks and Activities	<ul style="list-style-type: none"> • To establish a coordinated recruitment, retention and development program for referees to promote and service the game in all its formats at all levels throughout Wales, with specific reference to junior and youth rugby • To work and support the Regional Coach and Referee Development Officers in developing a network of regional referee educators • Provide training and support to Level 1 and 2 advisors and mentors • Deliver CPD and standardisation sessions to referee educators • To establish a strong link with the clubs and clusters to provide advice, support and be the point of contact • Provide training for referees across the core strategic leads • To be innovative in producing and communicating content, providing best practice and technical information • To work closely with WDRU Regional Secretaries. • To initiate road shows and Level 1 referee development days with the regional CDO. • To assist the co-ordination and delivery of a referee development program through training nights at society meetings. • To ensure Level 1 and 2 Match Officials obtain adequate monitoring and support in their development as well as welfare and wellbeing • Liaise on disciplinary and safeguarding matters at Level 1 and 2 • Attend meetings as requested by the CDM/RPM • To represent the Referees department at meetings called by the Coach Development Manager and Referee Performance Manager • To provide a monthly report of detailed activity and projected work schedule for the following month • Communicate and educate Referees in relation to World Rugby law directives • To carry out functions from time to time as requested by the Workforce

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	<p>Manager and Referee Performance Manager</p> <ul style="list-style-type: none"> • To facilitate the induction and transition process from Level 1 to Level 2 • To assist the Referees Performance Manager with the identification of talented Level 2 referees for further progression and development • To provide technical, law based advice to all referees and clubs throughout the community game 	
Continued Professional Development	The WRU are committed to providing CPD for the successful candidate. We expect the successful candidate to undertake available training courses and research to enhance personal knowledge, skills and experience	
PERSON SPECIFICATION		
Experience	<ul style="list-style-type: none"> • In-depth knowledge of refereeing and have officiated to a reasonable standard • Full understanding of the game and the structures within Welsh rugby 	
Skills & Qualifications	<ul style="list-style-type: none"> • Ability to motivate others • Excellent presentation skills • Good communication skills particularly when dealing with other stakeholders • Welsh Language skills desirable 	
WRU Group Values	<p>Excellence, Integrity, Success, Courage, Family and Humour</p> <p>A copy of the WRU Group Values Document is available upon appointment to the role</p>	
Other	<ul style="list-style-type: none"> • Valid UK driving license is required • An understanding and commitment to equal opportunities in employment and sport • An understanding of individual responsibility in complying with the Health and Safety policies and arrangement 	
Acknowledgement		
Employee Signature:	Name:	Date:
Line Manager Signature:	Name:	Date:

The job description is subject to change pending review by the role holder and their line manager.