



# SOFTBALL SA INCORPORATED

*Affiliated with Softball Australia Limited*

## STATE UMPIRE-IN-CHIEF

### POSITION DESCRIPTION

#### Position details

<b>Position:</b>	State Umpire-in-Chief
<b>Reports to:</b>	Board
<b>Remuneration:</b>	Honorarium
<b>Term:</b>	The appointment shall be for a two (2) year term commencing on 1/4/2017 and terminating on 31/5/2019

#### Primary Purpose of the Role:

The primary focus area of this position is the management and organisation of all matters related to umpiring in South Australia.

The role of the State Umpire-in-Chief is to:

- Provide leadership, direction and support to all umpires
- Provide training programs to assist umpires with their development
- Develop clear communication and teamwork within the Umpires' Committee
- Develop meaningful relationships with Affiliate Umpire Coordinators and Adelaide Competition Clubs

#### Qualifications

The State Umpire-in-Chief shall

- Be a current registered member of Softball South Australia
- Be required to have successfully completed the updated version of Play by the Rules
- Be required to attend a Member Protection Session conducted by Softball SA
- Be in possession of a current DCSI Screening (Working with Children)

#### Personal Attributes

##### PERSONAL

- Possess effective time management and administration skills
- An ability to work effectively in a team (committee) environment
- Have self discipline and integrity within the team (committee) environment
- Have well developed interpersonal skills and good communication skills, both oral and written

##### SPORT ACUMEN

- An understanding of the standards and demands of the National Championship / Tournament environment
- An understanding and empathy for the needs of umpires in general

##### SPORT DELIVERY

- An ability to manage individual differences between various members of the team (committee)
- A co-operative and energetic style

#### Tasks

The State Umpire-in-Chief shall:

- Liaise with the National Umpire-in-Chief and the National Umpiring Committee on behalf of the Association on Umpiring matters
- Carry out the duties as specified in the Softball Australia Umpires' Operating Code or as required by the National Umpire-in-Chief
- Attend National Umpiring Committee meetings/workshops as required from time to time
- Act as Chairman of the Management Committee of Softball South Australia Umpires
- Call nominations for, and appoint, members of the Management Committee as required

- Give direction and support to other members of the Management Committee in the activities required of them
- Furnish a written report to the Board when requested
- Attend Board meetings as required from time to time
- Prepare an annual Umpire Budget and submit to the Board for approval and presentation to the AGM
- Be responsible for the proper conduct of Management Committee finances
- Be responsible for the appointment of umpires to Adelaide Competition games, including finals
- Implement programmes aimed at improving the standards of softball umpiring in South Australia
- Maintain a database of South Australian accredited umpires
- Suggest/recommend changes to SAL and/or the National Umpiring Committee regarding rules
- Head the Sub-Committee responsible for marking the Australian Umpires Theory Examination paper (South Australian Levels 0-3 candidates)
- Oversee all practical examinations in accordance with the guidelines as set by the National Umpiring Committee from time to time
- Endorse individual umpire Softball Australia Limited Availability to Attend National Tournament forms and forward to the National Umpiring Committee for consideration

### **Resources**

The State Umpire-in-Chief shall have the following resources available for the execution of the role:

- Assistance from the Office of Softball South Australia
- The support and advice of the National Umpire-in-Chief
- Softball Australia Umpires' Operating Code

### **Accountability**

The State Umpire-in-Chief is accountable to the Board of Softball South Australia and is expected to comply with the Regulations of Softball South Australia and in particular the following:

- Softball South Australia Member Protection Regulations
- Softball Australia's Anti-Doping Policy

### **Key Performance Indicators**

The State Umpire-in-Chief should expect to negotiate a set of Key Performance Indicators with the Board. These would be reviewed from time to time, usually at the conclusion of the term of appointment. They will be a principal basis for any review of the State Umpire-in-Chief role. They may be expected to cover, but not be limited to:

- The performance of the State Umpire-in-Chief in the undertaking of specific tasks
- The overall performance of the Management Committee of Softball South Australia Umpires
- The quality of the training programs and expertise of the State Umpire-in-Chief
- The quality of the co-operation between the State Umpire-in-Chief and other members of the Committee
- The interpersonal relationships that the State Umpire-in-Chief maintains with other members of the Softball community, in particular with Affiliated Associations and/or Adelaide Competition Clubs
- The timeliness and adherence to the reporting requirements of the Board