



POSITION DESCRIPTION	
Assistant Association Umpire Development Officer (AUDO)	
Organisation:	Busseton Netball Association Inc
Job Title:	Assistant Association Umpire Development Officer (AUDO) Busseton Netball Association
Position Type:	Voluntary
Reports to:	BNA Board
Currently filled by:	
Commencement date:	Prior to Winter Season 2021
End date:	31 December 2021
Time Commitment:	Approximately 5 to 10 hours per week
POSITION DETAILS	
Purpose <ul style="list-style-type: none"> To assist the development of Association umpires and promote umpire education and accreditation within the Association. 	
Knowledge/Skills <ul style="list-style-type: none"> Good communication skills Sound knowledge of the Rules of Netball Technology skills, including use of Microsoft Office Preferably hold a current 'B' or 'A' badge, or at least working towards 'B' (strong 'C') Training in netball administration software is desired 	
Typical time commitment <ul style="list-style-type: none"> Approximately 2.5 hours per week throughout the year. Approximately 5-10 hours per week through the winter season (May to September) may be required. 	
Responsibilities and Duties <ul style="list-style-type: none"> In absence of Association Umpire Development Officer (AUDO), attend Board meetings during the season and present a report as required. In liaison with the AUDO and Treasurer, contribute to the Umpire Budget for the season and present to the BNA Board for approval. Assist in the preparation of a calendar of events for umpires, and make sure all umpires are aware of upcoming events and development courses offered by the Association and Netball WA. Assist in conducting and/or coordinating beginner umpiring courses as required and in liaison with Association, in conjunction with Netball WA. Assist in the preparation of an umpire development plan. Assist in the preparation of the nomination form for development umpires and talent identify squad. Assist in the development of umpires, by providing pathways and coaching, as well as developing umpire coaches. 	



- Assist in the identification of development needs of individual umpires and provide assistance as needed.
- Assist in the organisation of identifying and testing umpires as required.
- Assist in managing umpire payments.
- Assist in overseeing winter roster, including finals.
- Assist in the arrangement of qualified people to give feedback during the season.
- Assist in the maintenance of a database of umpires provided by clubs, including details of their accreditation, as well as developing a communication link with Club Umpire Coordinators.
- Assist in working with clubs to promote qualified and accredited umpires.
- Assist in the organisation of umpires for trials and championships.
- Attend any professional development as required.
- Assist in Informing umpires when they need to update exams/courses to remain accredited.
- Assist in monitoring the Working with Children Check requirements of all squad umpires.
- Abide by the Code of Conduct at all times.

Member Protection

- You may be required to obtain a Working With Children Check (*if usual duties involve, or are likely to involve, contact with a child (under 18)*).
- If exempt from Working with Children Check, you may need to obtain a Volunteer National Police Certificate.

ADDITIONAL INFORMATION

Recommended Checks:

- Conduct Accreditation Check.

Working in this position gives you the opportunity to:

- Work as part of a team dedicated to the growth and development of Busselton Netball Association.
- Meet and network with other volunteers and industry professionals.
- Have input into the goals and objectives of Busselton Netball Association.
- Use one's skills in a positive and engaging way.
- Develop a greater understanding of sports management structures.

For further information regarding this position please contact Busselton Netball Association – secretary@busseltonnetball.com.au