



Timmins Ringette Association

Appointed Position Questionnaire

This questionnaire asks about position job content. Please take time to fully and attach extra pages or examples if necessary.

1 Position Identification

Title Referee In Chief

Date 2021-04-21

Name From RO

Email:

2 General Purpose

The Referee-in-Chief (RIC) is responsible for the management of the TRA on ice officials, through promoting the value of officiating within the TRA and its members.

3 Key Activities & Tasks

Consider the key activities or responsibilities you undertake. Describe each of them, by a phrase, at the top of each box. Estimate (to the nearest 5%) the percentage of time per season you spend on each (combined total = 100%). For example:

1/2 day/day annually = 50%

1/2 day/bi-weekly = 5%

1/2 day/week annually = 10%

1/2 day/monthly = 2.5%

Then describe the **Major Tasks** for each activity using details or examples in the large box below



Timmins Ringette Association Appointed Position Questionnaire

Activity A: Duties

% of Time:

- In conjunction with the Regional Officiating Coordinator and Ringette Ontario, the Referee-in-Chief is to ensure all interested members can receive officiating training and be registered with Ringette Ontario as officials for the season.
- Be responsible for scheduling officials for local games as well as procuring and scheduling officials for TRA's tournaments
- Arrange any relevant officiating training sessions, locations, dates, and times.
- Foster a positive spirit amongst all officials and encourage them to participate in a positive manner.
- Enhance feelings of self-confidence and self-esteem within the Club's officials.
- Meet regularly with officials to discuss performance and provide feedback when available.
- Liaise with other Committee members and the TRA board regularly.
- Act on behalf of the officials regarding complaints that may arise.
- Have a sound understanding of the TRA mission, vision, and values.
- Constantly highlight TRA's support of Ringette Ontario's policies including but not limited to the Officials Code of Conduct, Rule of Two and Safe Sport Policies.
- Assist officials in arranging evaluations and understanding the upgrade process/policies.
- Continually seek out potential officials and recruit whenever possible.
- Attendance at Regional and/or Provincial Officiating Meetings.

Activity B: Skills & Requirements

% of Time:

The role of the Club Referee-in-Chief requires someone who is organized, respectful, enthusiastic, and familiar with Club and RO policies. The RIC should be registered as an on-ice official, who has attended all required maintenance clinics. The RIC will need to have access to email, a phone, and be available to connect with officials throughout the year, especially early in the season (September – November) to assist with recruitment and ensuring officials complete necessary training.



Timmins Ringette Association Appointed Position Questionnaire

Additional Comments:**SUPPORT:**

The Referee-in-Chief will receive support from their Regional Officiating Coordinator, and Ringette Ontario Technical Director as needed.

If the TRA does not have a registered on-ice official to act as RIC, this role should be referred to as Officiating Scheduler.