



# DIRECTOR JOB DESCRIPTION

## REFEREE-IN-CHIEF

<b>Job Title:</b>	8. Referee-in-Chief	<b>Revised Date:</b>	April 09, 2018
<b>MHA:</b>	Kerry Park Minor Hockey Association	<b>Term:</b>	One Year

### Description

Manages the Associations referee program, including development, evaluations and assignment.

### Key Accountabilities

- Responsible for the development programs and training, recruitment, evaluation, mentorship, assignment and oversight of the Policies and Procedures related to Associations referee program.
- Ensures the referee program supports the Association needs, including the development, recruitment and succession plans to meet game demands and referee attrition.
- Communicates and provides clarity on rule interpretation for all members within the Association.
- Supervises all referees within the Association and conducts on-ice instruction and supervision for upgrading of minor hockey officials and submits required evaluation forms that are necessary.
- Communicates risk management awareness regarding referees to the Board of Directors.
- Arranges and attends a Hockey Canada Officiating Program carding clinic and works with the Ice Management Director to ensure sufficient ice time is provided when necessary.
- Attends Referee-in-Chief meetings called by the BC Hockey Referee's Committee Member, as required.
- Ensures referees are assigned as required by the VIAHA.
- Evaluates supervises and monitors referee performance.
- Oversees that Referee Coordinator works closely with and accepts requests for referees from team managers, following VIAHA, BC Hockey, and KPMHA guidelines.
- Coordinates referee clinics and any additional training.
- Working with the Treasurer/Finance Director, ensures that referees receive payment for their duties in a timely fashion.
- Ensures proper communication with team managers in resolving conflict game rescheduling, play off, and exhibition game rescheduling.
- Balances game assignments between qualified officials, depending on availability and development levels.
- Ensures referees are assigned for tournaments hosted by the Association.
- Liaises with other association Referee-in-Chiefs to assist or for assistance with scheduling referees.
- Attends Director Meetings and prepares monthly Referee-in-Chief reports for the Director Meetings.

### Experience

Obtains a thorough understanding of game management protocols (penalties, rules of play, etc.), Hockey Canada's Officiating Program and holding all necessary accreditations for refereeing all levels of BC Hockey minor hockey is an asset.

### Typical Committees

Policies and Procedures Committee