|  |  |  |  |
| --- | --- | --- | --- |
| **Job Title:** | Referee Development Officer | **Line Manager:** | Head of Royal Navy FA Referees |

|  |
| --- |
| **Role Purpose:** |
| * To oversee recruitment and development for Royal Navy FA Referees that ensures maximum coverage of all forms of football within the Royal Navy
* Develop inspiring recruitment strategies for Royal Navy personnel
 |

|  |
| --- |
| **Key Accountabilities:** |
| * Develop and implement effective recruitment and retention strategies for Royal Navy personnel
* Provide support and guidance to the Royal Navy FA Referees’ Committee & Football Development Team
* Ensure that Match Officials comply with Safeguarding Children, vulnerable adult policies and RESPECT initiatives
* Identify aspiring match officials for inclusion with the Royal Navy FA’s Referee promotion scheme and the FA ‘CORE’ programme
* Support the Football Development team to ensure an effective and efficient football discipline process and the part match officials play including reporting.
* Promote and manage the online registration process for match official registration including data cleansing, including observing GDPR
* Use a wide range of innovative communication methods to inform and inspire match officials and the volunteer workforce
* Work collaboratively with fellow County FA Referee Development teams
* Lead and support all Observers, Instructors, Mentors and other Volunteers involved in supporting Royal Navy FA referees
* Offer alternative environments for Royal Navy FA Referees to operate (i.e. Small Sided, Futsal etc.)
* Work with the Football Development Team to ensure effective and efficient football discipline processes are in place
* Ensure compliance with the Royal Navy FA policies and procedures
* Understand and be aware of generic equality law and of good practice within Football
 |

|  |  |
| --- | --- |
| **Essential Skills:** | **Desirable Skills:** |
| **Knowledge*** Understanding of sports structures and sports development
* FA National Game Strategy
* Laws of Association Football

**Experience*** Refereeing
* Leading a workforce

**Technical Skills*** An ability to develop, maintain and strengthen partnerships both internally and externally
* Ability to create presentations and present to a wide range of key stakeholders
* Excellent IT, interpersonal, communication and team working skills
* Ability to produce comprehensive written reports
* A persuasive communicator who is capable to influence changes of behaviour
* Project management skills able to plan, set and achieve objectives within strict deadlines
* Monitoring and evaluation of programmes
* Capable of independent working and self-motivated
* Ability to co-ordinate delivery
 | **Knowledge*** An understanding of local and National football structures
* An understanding of FA Regulations and Sanctions

**Experience*** FA Licenced Referee Tutor
* Referee Observer
* Referee Mentor

**Technical Skills*** Basic Health and Safety knowledge
* Project management and planning
* Managing budgets
 |

|  |
| --- |
| **Mandatory Requirements** |
| **Royal Navy Employee:** | Yes |
| **Enhanced CRC Check Required:** | Yes |
| **Full Driving Licence:** | Yes |

|  |  |
| --- | --- |
| **Created by:** | Lt Phil Eddie RN (Head of RNFA Referee) |
| **Date Role Profile Created:** | 14 Apr 20 |
| **Signed by Role Holder:**  | Phil Eddie |