**Role Description & Person Specification**

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| **Role title** | LCFA Women Referee Lead |
| **Reports to** | CFA RDO |

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| **Job purpose(s)** | |
| The LCFA Women Referee Lead is responsible for the support of existing female referees within Merseyside, as well as recruiting new referees. | |
| **Direct reports** | None |

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| **Location** | **Liverpool County FA Head Office**  **Walton Hall Park, Walton Hall Avenue, Liverpool, L4 9XP** |
| **Working hours** | Flexible |
| **Contract type** | Voluntary |

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| **Responsibilities** |
| * Ensure all female LCFA referees have a support mechanism. * Highlight to the RDO any female referees who need additional support. * Work collaboratively with the Referee Development Team (RDT). * Work closely with the Referee Appointments Coordinator and RDO in providing names of referees who are able to progress and who are ready for additional challenges. * Attend RDT meetings. * Write a report each quarter to share with the RDO and RDT. |

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| **Person specification** | |
| **Essential**   * Experience as a referee. * Experience in developing and supporting people. * Good communication and personal skills. * Availability to attend a quarterly RDT meeting and provide an appropriate report. * A valid FA DBS Check. * A valid FA Safeguarding Children Qualification. | **Desirable**   * Experience supporting female referees. * An ability to give guidance and advice through verbal or written feedback in a constructive manner. * Experience in presenting or delivering sessions. |

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| **The role holder will be expected to understand and work in accordance with the values and behaviours described below** | |
| **FA value** | **Behaviours** |
| Teamwork | * 11 passionate and experienced individuals working as 1 team for the benefit of grassroots football in Merseyside |
| Integrity | * We strive to do the right thing always, acting truthfully and respectfully to safeguard the integrity of the game |
| Inclusive | * We’ve got the World in One City and no one will be left on the sidelines, football is for everyone |
| Passionate | * To always have our best starting 11 bringing their love of football, passion, pride and promise to you all, every time. |

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| **Role description reviewed and modified by:** | Natasha Wilson |
| **Date role description reviewed and modified:** | August 2021 |
| **Role description authorisedby:** |  |

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| **Signed by role holder (on appointment):** |  |
| **Date signed:** |  |

One copy to be retained by the role holder, one signed copy to be stored confidentially by the employer.