



KNSC Club Head Referee Job Posting

The Kleinburg Nobleton Soccer Club is a non for profit, community based soccer club located in the City of Vaughan and town of Nobleton. The club provides soccer development programs and leagues to players in recreational, development and competitive soccer. The club is experiencing a period of transition to accommodate increased growth in our membership base.

JOB PURPOSE:

Under the direction of the Kleinburg Nobleton Soccer Club Board of Directors via the KNSC General Manager, the Club Head Referee will be responsible for the management of all matters directly relating to referees including but not restricted to education, development, scheduling and assigning within the Club.

RESPONSIBILITIES:

- Promote the common good of soccer and the Kleinburg Nobleton Soccer Club
- Provide a leadership role with the referees
- Develop an annual work plan for referee instruction, development, recruitment and retention
- Maintain appropriate records including a current list of referees and contact information.
- Responsible for scheduling and assigning referees for all games directly associated with the Club, ensuring proper coverage for all games, including appropriate age, classification and experience level of referee consistent with the level of the game.
- Confirm payment of officials, ensuring all paperwork is approved and validated for proper compensation
- Ensure referees are fully informed of dress code, and proper administration of game sheets.
- Ensure adherence of all referees to OS policies and procedures, and code of conduct, and all KNSC policies and procedures.
- Report any referee who fails to attend game appointments, or breaches any of the policies and procedures of the OS and/or Club to the YRSA DRC.
- Establish regular meeting schedule for referees
- Organize education sessions for referees
- Coordinate the delivery of entry level clinics annually and as required.
- Coordinate the delivery of mini referee courses as needed.
- Act as a liaison with YRSA DRC to remain current on referee matters
- Establish a mentor program: identify and designate potential mentors.
- Act as a liaison with YRSA DRC, local assignors, district clubs and leagues to determine their referee requirements, and provide opportunities for appropriate referees within the Club.
- Prepare communication plan to address any clinic information, and/or education sessions, meetings and pertinent information sharing.
- Attend education sessions to ensure required qualifications remain current.
- Act as a liaison on referee matters with parents, coaches, managers as needed.
- Attend board meetings when requested

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- Submit an annual report to the KNSC Board of Directors, and General Manager.
- Ensure content pertaining to referee matters on Club website is kept up to date, and pertinent.
- Other duties as assigned.

RECOMMENDED QUALIFICATIONS:

- Current CSA registered referee in good standing, minimum District level.
- Minimum 3 years' experience as a referee.
- Assessor and instructor qualifications an asset.
- Ability to prepare and administer a budget.
- Demonstrated knowledge of computer applications.
- Effective communication skills.
- Ability to manage volunteers.
- Capability of working with a wide range of individuals.
- Personal qualities to include integrity and attention to detail.

Please submit all resumes to gm@knscc.ca. We thank all applicants for their interest in our club. Only those selected for interviews will be contacted