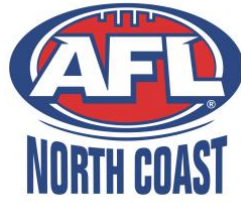


## AFLNC Junior Umpire Appointments Coordinator

1. **Appointee** TBA
2. **Tenure of appointment** 1 April 2019 to 30 September 2019
3. **Reports to** Umpiring Development Coordinator – NNSW
4. **Divisional Head** Community Football Manager – NC & NW NSW
5. **Strategic Relationships**
  - AFL NC Coffs Harbour Training Coach
  - AFL NC Port Macquarie Training Coach
  - AFL NC Senior Appointments Coordinator
6. **Duties**
  - a. Provide direction & leadership to AFL North Coast Junior Umpires
  - b. Appoint AFL North Coast Umpires to agreed junior pre-season matches, in-season matches, Finals, Grand Finals and special appointments as they arise within the designated region via the Scheduling appointment system.
  - c. Attend minimum of 1 junior (Sunday) venue per month, to match day coach and do assessments. *This allows you to gauge each umpires ability to ensure the appointments are correct.*
  - d. Coordinating match day observers and observations for AFL North Coast Field Umpires. Related duties to include:
    - Support and coordination of observers
    - Review of any match day feedback and performance summaries
    - Ensure the Community Football Manager – NC & NW NSW is advised of any reports and/or incidents prior to COB on the following business day
    - Each junior umpire receives at least one (1) formal written feedback report during the season using cognito forms.
  - e. Appropriate follow up of missing match day paperwork in a timely manner as advised by the Community Football Manager – NC & NW NSW.
  - f. Process all AFL NC junior game match payments through sportstg on a weekly basis.



h. **Conditions of appointment**

- a. Tenure of appointment is for the 2019 AFL North Coast season as indicated above
- b. Valid Working with Children Check
- c. Base remuneration to be paid at the completion of the appointment

**Signed on behalf of AFL NSW/ACT**

**Signature.....**

**Date.....**

**Signed by APPOINTEE (below)**

**Signature.....**

**Date.....**