



## **POSITION: REFEREE DEVELOPMENT MANAGER**

### **OVERVIEW**

Langley United Soccer Association is seeking a highly motivated and passionate individual for its Referee Development Manager position. The RDM will be responsible for providing administration, development, assigning of referees grassroots to BC SPL, and oversight for all Langley United Soccer Association matters.

### **JOB DUTIES & RESPONSIBILITIES**

#### **Referee Administration**

- Engage with the BC Soccer, Officials Development Officers, Officials Assessors and other sub-committee chairs
- Represent the LUSA Referees on all internal meetings and board meetings
- Coordinate with other LUSA staff to manage the referee registration and control of referees
- Where necessary coordinate with Referee Assignors throughout the province to ensure best assigning practices are followed
- Receive and process Referee Disciplinary Reports and Special Incident reports
- Serve as a liaison with BC Soccer, Canada Soccer, other provinces and all youth leagues and competitions for all matters related to Refereeing

#### **Referee Development Programs**

- Coordinate with the BC Soccer and Canada Soccer on all Instructor and District Mentor Coordinators to manage the Provincial Assessment, Instruction and Mentoring Programs
- Coordinate with Referee Instructors to ensure annual refresher and entry level material is prepared and delivered in accordance with Canada Soccer and BC Soccer policy
- Coordinate with LUSA Staff, Lower Mainland Referees and Referee Instructors to implement annual refresher and entry level programs



- Coordinate with Referee Instructors to arrange for development of regular in-service training for referees and when necessary regional referee upgrading courses
- Ensure new and developing Referees receive appropriate mentoring feedback and are upgraded in a timely manner
- Maintain records – referee assessments, work completed by Assessors and Instructors, referee mentor reports, submitted discipline reports
- Attend games and events around the province and provide and/or assist with mentor education & support

### **Skills & Qualifications (Required)**

- Past or current experience and involvement with soccer, preferably as a referee
- Experience with MS office tools including Outlook, PowerPoint, and Excel
- Excellent communication skills
- Excellent time management skills
- Excellent relationship building

### **Skills & Qualifications (Assets)**

- Interest, aptitude, and ability to be trained as a referee mentor, instructor, or assessor.

### **What's in it for you?**

**Impact:** We are a dynamic team that's focused on providing a better experience for all involved in the game of Soccer. Everyone's contribution is valued and meaningful

**Meaning:** The impact of our efforts leads to quality services for our membership base



**Flexibility:** We have a fun, collaborative work environment with flexible work arrangements available

This is an opportunity for the right individual to help grow our game as part of a committed, passionate, and collaborative team.

**Salary:** We offer a competitive parttime salary

**How to apply:** Please send a resume to the technical director at [technicaldirector@lusa.ca](mailto:technicaldirector@lusa.ca)

**Deadline:** Friday, November 18 at 4: 00 PM