**ELGIN MIDDLESEX SOCCER ASSOCIATION**

295 Rectory St. London, Ontario N5Z 0A3 Phone: 519-668-2391

E-mail: admin@emsadistrict.com ,Website: [www.emsadistrict.com](http://www.emsadistrict.com)

**DISTRICT REFEREE COORDINATOR**

**ABOUT THE ROLE**

The District Referee Coordinator (DRC) role is a volunteer position in EMSA. The DRC facilitates Match Official programming within EMSA and ensures Ontario Soccer Match Official guidelines are communicated to (Clubs) and enforced by the Clubs and EMSA members.

**HOW DO THEY OPERATE**

EMSA’s District Referee Coordinator is the first point of contact for any assistance required with Club Match Officials Development programming, questions or issues. It is expected that the District Referee Coordinator will follow the LTOD guidelines with regards to the development of all Match Officials. DRCs will be required to complete a DRC education program.

**WHY THE DRC IS IMPORTANT**

• Able to facilitate our District’s needs for development of Club Match Officials

• Able to assist our District in delivering the development program

• They are EMSA’s first step to move Club Officials into our District Pool

• First point of contact for anything Match Official Development related

• DRCs are available as a resource for clubs

**MORE INFORMATION**

Under the direction and approval of EMSA, the District Referee Coordinator (DRC) is responsible for all matters directly relating to the Match Officials in our District. The DRC will provide leadership to all Match Officials and encourage professional conduct and adherence to the Canada Soccer and Ontario Soccer Published Rules including Code of Conduct and Conflict of Interest Policies.

**MAIN DUTIES**

(INCLUDE BUT ARE NOT LIMITED TO)

• Maintain a good working relationship with Ontario Soccer; Assignors; Referee Groups and Associations; Clubs and Leagues, or any other stakeholder involved in promoting development within EMSA.

• Distribute information sent by Ontario Soccer and/or District Office to Match Officials and Club Head Referees in an efficient manner.

• Work with Club Head Referees to assist in the implementation and maintenance of an on-going training program for Match Officials working at the Club level.

• Assist the Club Head Referee, when moving Match Officials from the Club Pool to the District Pool annually.

• Provide registration reports to Clubs and/or District offices, when required.

**ADDITIONAL REQUIREMENTS**

• Ensure the fair and equitable appointments of all Match Officials in EMSA.

• Ensure that all assignors are following Ontario Soccer Game Fee and Assigning Protocol and Ontario Soccer Grading Protocol

• Compile feedback from Match Officials regarding their assignment history

• Provide an audited list of assignments to Ontario Soccer upon request

**RECOMMENDATIONS**

• We recommend that the DRC build a strong and positive working relationship with their CHR/Referee Assignor(s). CHR’s and Assignors must understand the DRC role, and the positive impact of working together and following Ontario Soccer policies and protocols.

• At minimum, it is mandatory that each District hosts an annual Club Head Referee meeting before the start of the outdoor season to set the plan for the upcoming year. This would include presenting all updated policies, procedures and protocols. It is strongly recommended that additional meetings are held during, and at the completion of the outdoor season.

• Assist and/or support the implementation of a mentoring program for new Match Officials.

**Qualifications:**

• **Experience**: Prior experience as a referee and knowledge of soccer rules and regulations is required. Experience coordinating or managing referees is preferred.

• **Communication**: Strong verbal and written communication skills to manage relationships between referees, players, coaches, and league officials.

• **Organizational Skills**: Ability to handle multiple tasks, including scheduling and problem-solving on short notice.

• **Technology**: Proficiency with referee management software or scheduling platforms is a plus.

• **Leadership**: Demonstrated ability to lead and mentor referees, providing constructive feedback to improve officiating performance.

The current DRC will assist in the training and preparation of the new DRC for their role. In addition, the EMSA board will offer continued support and recommends that the DRC attend occasional board meetings to strengthen communication and collaboration. This volunteer position has a yearly honorarium of $2500.00.

**If you are interested in applying for this position, please send your resume by NOVEMBER 15, 2024 to admin@emsadistrict.com .**