# Netball East Competition TSG – Role Profile

**Role: Regional Senior League Umpire Allocations Lead**

Responsibilities:

Manage the allocation of umpires to the Netball East Senior Regional League. This involves:

* Working with Regional Lead Mentor to allocate umpires based on the Regional League criteria and: -
  + Maintaining the umpires contact lists.
  + Ensuring teams are aware of the pre-match requirement to contact the allocated umpires.
* Working with the Regional Lead Mentor to:
  + Ensure umpires progressing to B award are provided with appropriate matches within the League.
* Working with the B Award Assessment Coordinator regarding the allocation of suitable matches for assessments.
* Liaising with the Regional Tournament Umpire Allocations Lead (sharing information)
* Dealing with general enquiries from Regional Umpires, for example umpire unavailability.
* Membership of the Regional Competition TSG and attend meetings as required.
* Manage the Netball East Regional Umpires database.
* Ensure all personal information is managed in accordance with Data Protection regulations.

Average time required to fulfil the role – 3 - 5 hours per week depending on the time of the year. Busiest time is pre-season.

Skill set: -

**Essential / Desired Skills**

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|  | **ESSENTIAL** | | **DESIRED** |
| Administration | YES |  | | |
| Conflict Resolution / Problem solving |  | YES | | |
| Communication – written and verbal | YES |  | | |
| Competition & Events – especially Regional League |  | YES | | |
| Diversity & Inclusion |  | YES | | |
| Finance awareness |  | YES | | |
| Governance |  | YES | | |
| GDPR awareness |  | YES | | |
| IT, Media & Systems (Google/WhatsApp) | YES |  | | |
| Officiating |  | YES | | |
| Organisation Skills | YES |  | | |
| People Person / people management | YES |  | | |