



SUFFOLK FA

Enhancing the National Game, locally



Job Title: Referee Development Officer

Reports To: CEO

Job Purpose:

- To support the delivery of The FA Referees Department Strategy/National Game strategy in the County FA.
- To lead and implement effective recruitment and retention strategies
- To monitor the referee workforce and provide suitable support and guidance

Jobs Reporting Into The Job Holder: None

Key Responsibilities:

- To implement the Referees section of the County FA Development Plan
- To lead and develop effective recruitment strategies covering retention and development of referees
- To increase the activity of the current referees
- To lead and develop effective retention strategies and decrease the number of referees leaving the game
- To raise the standards of officiating
- To identify and put in place key initiatives aimed at improving the behaviour of all involved in football
- To develop a system of identifying talented referees
- To assist in the development of all Assessors, Instructors, Mentors and other volunteers involved in supporting referees
- To support and develop Referee Academies and other such schemes
- To assist in the continued development of a referees development plan covering recruitment, retention and development of referees
- To assist the County Training Officer (where applicable) in the design and delivery of education and training
- To work with Fitness Co-ordinators/Leaders in promoting the benefits of Fitness and Fitness Training Programmes
- To work in partnership with the Football Development Team



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Person Specification (Key Skills And Experience Required): Essential

- Experience of Sports/Football/Referee Development
- Knowledge of the Laws of Association Football
- Credible experience in Refereeing
- Good interpersonal and communication skills
- Good self management of time and the ability to meet deadlines
- Ability to work independently
- Ability to work strategically with partner organisations to deliver referee programmes and courses
- Good Team working skills
- Good organiser and administrator
- Monitoring and Evaluation
- Diplomacy and the ability to deal appropriately with confidential information
- Driving Licence

Person Specification (Key Skills And Experience Required): Desirable

- Knowledge of the structure and organisations within football
- IT skills including word processing, database work and PowerPoint presentations
- Project management and Planning
- Experience in Referee Instructional work

Behaviours needed: Essential

- Team Working
- Communications
- Customer Service
- Leadership
- Delivery
- Fairness, equality and Inclusion