

CLUB UMPIRE COORDINATOR

REPORTS TO Committee

PURPOSE OF THE ROLE

The Club Umpire Coordinator is a key role within our local football club, responsible for recruiting, coordinating and supporting club umpires. This position plays a vital role in ensuring supportive environment for our umpires to develop through the pathway, providing a positive and enjoyable experience for all involved. The state umpiring department works closely with Club Umpire Coordinators to provide ongoing guidance, role-specific training, resources, and support to help fulfil the role with confidence.



QUALIFICATIONS & DESIRABLE CHARACTERISTICS

- Hold current or willing to apply for a volunteer “Working with Children Check”
- Commitment to remain easily accessible to club umpires during the season
- Strong organisational and communication skills with the ability to work collaboratively with umpires, parents and club officials
- Competent computer skills for record-keeping and communication purposes
- Desire to promote an engaging and welcoming environment for all umpires
- While umpiring experience is helpful, it is not necessary for this role

DUTIES AND RESPONSIBILITIES

- Work collaboratively with the state umpiring department to support, implement, and promote recruitment and retention initiatives for club umpires.
- Oversee the implementation and ongoing management of the Umpire4Fun program within the club.
- Coordinate umpire registrations and maintain accurate and up to date records.
- Coordinate and manage umpire appointments for club-appointed competitions. Assist in appointing club umpires to matches when league appointed umpires are unavailable.
- Work with the state umpiring team on umpire opportunities at activations at AFL games.
- Collaborate with the state umpiring department to support the progression of umpires through the recognised development pathway.
- Ability to organise and deliver training sessions to enhance umpires’ skills and understanding of the game.
- Serve as the primary point of contact for club umpires on match days.
- Recruit, coordinate, and support a parent volunteer mentoring team to guide and encourage beginner umpires.
- Foster a positive, inclusive, and supportive environment that encourages umpire development, teamwork, and fair play.
- Provide timely communication regarding training schedules, appointments and policies
- Liaise with key stakeholders including league officials, club umpire coordinators, and external organisations, to ensure compliance with regulations and effective participation in competitions and events.

TIME COMMITMENT 3 – 6 hours per week or as requested