



CUFC Role Description – Referee Co-ordinator

December 2014

Referee Co-ordinator (Outdoor season only) - Reports to the CUFC Administrator

DUTIES:

- Must adhere to Chestermere United FC Core Values, Vision, and Mission Statement.
- Must agree to and follow the Chestermere United FC Code of Conduct.
- Be familiar with the CUFC Strategic Plan and comply with its mandate.
- All CUFC information is to be considered confidential and must be treated in accordance with the CUFC Confidentiality Policy.
- Obtain home game schedule from Calgary Minor Soccer Association (CMSA).
- Determine the number of referees required to cover all home games, for the duration of the season.
- Ensure that all referees are eligible to officiate depending upon age and level of teams playing.
- Contact and book appropriate referees for each home game.
- Record all confirmed referee assignments on the schedule.
- Immediately inform referees of any postponed or cancelled games.
- Re-schedule referees as required.
- Be the liaison between referees and CUFC.
- Assist CUFC in the appointment of referees for any sanctioned tournaments.
- Maintain a record of games worked by each referee and provide to the Administrator on a monthly basis, to ensure that accurate payments are made.

Signed:_____

Dated:_____