

JOB DESCRIPTION

MATCH OFFICIAL MANAGER

Location:	Home-based (global)	Salary:	Up to £15,000/A\$25,000
Reports to:	Global Operations Manager	Employment type:	Part-time

RUGBY LEAGUE INTERNATIONAL FEDERATION

The Rugby League International Federation (RLIF) is the global governing body for the sport of rugby league. The RLIF membership comprises over 50 members, who play approximately 100 international games annually – a number that is gradually increasing given the growing capacity and number of members. It is responsible for the Laws of the Game, the development, organisation and governance of rugby league internationally, and for the sport's major international tournaments most notably the Rugby League World Cup. There are currently two regional associations affiliated to the RLIF; the Rugby League European Federation (RLEF) and the Asia-Pacific Rugby League Confederation (APRLC) through which the RLIF works to develop the game, support nations and operate tournaments in the respective regions.

MISSION OF RUGBY LEAGUE INTERNATIONAL FEDERATION

- To develop international rugby league by working with the regional Confederations in supporting existing members to improve their accreditation status within RLIF and other international accreditation bodies e.g. GAISF, Commonwealth Games Federation and the IOC, and ensuring more nations become members both of which require more people in more nations playing rugby league in country run competitions
- To establish a multi-year rolling calendar of international matches including RLIF and Confederation tournaments and bilateral nation tournaments and matches; and to meet the growing demand for augmented women and wheelchair international events
- To stage world class events that deliver commercial value, grow audiences and inspire members to grow participation and talent development
- To determine the International Laws of the game and ensure their consistent application in all competitions both internationally and domestically in member countries
- To ensure integrity of the international game and compliance with the standards required by international monitoring bodies e.g. WADA

THE MATCH OFFICIAL MANAGER ROLE

Purpose

The RLIF Match Official Manager ('the Manager') role is both an executive and committee function. The Manager, who will be independent of professional affiliation with a current RLIF member, will be the operational head of international rugby league MO matters and chair of the Match Official Committee. As a result, the Manager will be the public face of the RLIF concerning officiating matters. The Manager will be responsible for introducing an international MO framework, protecting the sport's integrity by ensuring the deployment of a consistent and high quality corps of MOs to global matches and events, leading the corps of MOs in RLIF tournaments, managing a global education framework, and working closely with colleagues in the confederations to ensure a coherent approach.

Principal responsibilities

- Serve as the most senior MO administrator in international rugby league, spanning elite and grassroots activities
- Chair the Match Official Committee (empanelled by one representative from each of Asia Pacific RL Confederation, Australian RL Commission, Rugby Football League and RL European Federation)
- Through MOC, manage the 'core areas' of appointments, development (including performance evaluation), fees for international competitions, pathways and educational frameworks
- Through MOC, create a competition hierarchy and corresponding qualification/accreditation matrix as a guide to define which minimum level of qualification is required to officiate at each level of competition
- Lead the MO squad at each RLIF tournament
- Create criteria for / administrate the international Match Official Pool, updated annually
- Effectively coordinate with colleagues in APRLC and RLEF
- Pursue neutrality by creating a development and performance plan peculiar to the elite game in line with 2018-25 RLIF strategy
- Ensure consistent and incrementally higher MO standards through implementation of the RLIF MO accreditation and CPD system
- Manage multiple stakeholder relationships
- Raise the profile of the RLIF by successfully positioning the federation at the centre of international rugby league MO affairs

Duties / activities

- Ensure effective support of the RLIF executive and board of directors, including preparation of supporting documents and execution of its resolutions
- Maintain official records of MOC, such as minutes and other relevant documentation
- Field and respond to, either personally or through delegation, requests from the membership on MO matters
- Implementation of the RLIF MO accreditation framework, including personal management, mentorship and evaluation of MO Educators
- Logistical / operational management of MOs appointed by MOC
- Coordinating with competition organisers and LOCs on all appointments by MOC
- Manage the Annual Membership Audit of affiliates' compliance with MO requirements of the RLIF membership policy

Essential skills / experience

- Excellent spoken and written English
- Ability to operate in a remote management environment with first class administration skills
- Proven leadership ability with an effective team management and mentoring record
- Proven excellence in communication skills in a multi-cultural environment
- Strong track record of elite rugby league match officiating
- Understanding of grassroots MO activity
- Digital competencies, including good IT and presentation skills
- Working knowledge of match official pathways
- Experience of establishing, building and maintaining effective relationships with a wide range of external groups, organisations and/or individuals
- Proven experience of project management and of prioritising work effectively to achieve short, medium and long term strategic objectives
- The ability to operate in a structured manner with maintenance of excellent record keeping

Desirable skills / experience

- Knowledge of the international sporting landscape, including governmental, non-governmental and omnispport organisations
- Speaks more than one language

SCOPE OF ROLE RESPONSIBILITY

Working hours

- The role is part-time, with the successful applicant required to commit to approximately 60-days per year although this may change as the role develops; hours will usually not be spread evenly over the weeks, with activity spikes during competition terms i.e. the international windows mid- and end-of-year
- The successful applicant will be prepared to work certain weekends, depending on operational needs
- The role may have certain travel demands, including the possibility international travel

Decision Making

The post holder will be responsible for making decisions, involving a range of facts and situations, which require analysis of a range of options, will require initiative, interpretation of policy and procedure.

Human Resources

The post holder will be lined managed by the Global Operations Manager.

Freedom to Act

Within clearly defined RLIF policies, resolutions of MOC, and at the discretion of the line manager.

Financial Responsibilities

Operates within budgets determined by the board of directors.
All reasonable expenses for travel and subsistence that have been authorised will be met.

APPLICATION

Interested candidates should submit their CV and a covering letter (of not more than 300 words) to RLIF Executive Assistant charlotte.monkman@rlif.com by Monday 9 September 2019.