



Function	Referee Manager
Department	National Technical Department
Title	Referee Training, Education, Development, and Performance Manager
Reports to	National Technical Director (DTN)
Type of Engagement	20% employment (or equivalent contract)
Time Commitment	Approx. 9 hrs per week
Location	Flexible (with trainings and meetings taking place in different locations in Switzerland)

Purpose	Manage the Training, Education, Recruitment, Development, and Performance of Referees in Switzerland.
Requirements	<p>Education: World Rugby Referee Educator; Minimum Bachelor's Degree or equivalent, in a business, sports, or management area.</p> <p>Experience: minimum 5 years' experience in refereeing. Min. 5 years experience in project management. Experience in non-profit or federation or volunteer management a bonus.</p> <p>Experience in and knowledge of rugby required, of Swiss Rugby is a bonus.</p> <p>Languages – at minimum a working knowledge of French and English. Knowledge of German in addition is a bonus.</p>
Tasks and Responsibilities	<p>Designations: manage the referee designations for the Swiss domestic competitions as well as nominations and recommendations to Rugby Europe's (and other) international Competitions. Coordinate efforts with other Unions for designation of additional referees to Swiss Competitions.</p> <p>Training & Education: design, manage, and implement a training and education programme for referees, from beginners to advanced, in collaboration with the CEO, FSR Training & Education Manager, and the DTN. Manage an exchange programme with other Unions for T & E purposes. Act as contact for RE and WR Match Official Training & Education programmes.</p> <p>Development, Coaching & Supervision: utilise the senior referee group as referee coaches and supervisors and to provide feedback to referees; Provide</p>



	<p>education and counselling for referees. Future development of other projects including a possible refereeing academy etc.</p> <p>Laws Implementation: provide direction on rule interpretations, as well as direction on implementation of different laws and situations.</p> <p>Performance: issue standards of performance and implement fitness- and rules-related testing for referees.</p> <p>Recruitment: manage referee recruitment projects and programmes, and provide strategic leadership to the effort of referee recruitment in Switzerland</p> <p>Administration: with the support of the Secretariat, manage the administration of referees including their logins, contacts, account details, reimbursements, etc.</p> <p>Equipment: with the CEO, plan and manage the ordering and distribution of referee equipment.</p> <p>CTR: establishment and management of a Technical Commission on Refereeing, composed of experts on the subject, acting as a steering committee for the strategic development of officiating in Switzerland</p> <p>Finance: preparation of the budget for refereeing, for submission to the DTN.</p> <p>Liaison: act as communication and liaison with the referees, and the Referee Society/Committee. Act as liaison for refereeing with national and international authorities including Rugby Europe and World Rugby.</p> <p>Act as liaison with the clubs on all matters concerning refereeing.</p> <p>Coordination with the National Teams concerning refereeing.</p> <p>General: Promote professionalism within the referee group regarding uniform, behaviour, preparation, neutrality, loyalty</p>
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The Referee Manager must be an independent worker, able to flexibly structure his tasks and take on various types of responsibilities. He must be a team player who can also take leadership of his/her area. He is able to work under pressure and enjoy multi-faceted, multi-cultural interactions. He has a passion for sport.