

**HAVANT RUGBY FOOTBALL CLUB**  
**GROUND: HOOKS LANE, FRASER ROAD,**  
**BEDHAMPTON, HAVANT, HANTS. PO9 3EJ**  
**TEL: 023 92492311 / 92477843**

**MINI & JUNIOR SECTION**

**POSITION DESCRIPTION**

LOCATION	Havant RFC Mini and Junior Section
POSITION TITLE	<b>Referee Co-ordinator</b>

PRIMARY FUNCTION

To organise the provision of referees for junior home games. Whenever possible, the appointee is to be a Society referee.

SECONDARY FUNCTIONS:

To be a member of the Havant RFC Mini and Junior Section Management Committee.

To liaise directly with the appropriate officers in the Hampshire Rugby Union Referee's Society (HRURS) and other rugby football clubs in pursuance of his purpose.

To provide advice when required concerning referee matters.

To provide advice when required concerning the Laws of the Game.

To recruit and develop potential referees at Club and Society level.

Tasks:

- Liaising directly with the Fixture Secretary at the end of the season to ascertain next season's requirements for Society referees for home junior fixtures.
- Bidding for Society referees to the HRURS Appointments Secretary to meet home junior fixture requirements no later than 30<sup>th</sup> July in order to meet HRURS scheduling requirements.

- Maintain an effective dialogue with HRURS to ensure a positive and beneficial relationship between the Club and the Society.
- Attending monthly Havant RFC Mini and Junior Section Management Committee meetings.
- Providing advice to the Management Committee on referee matters.
- Ensuring verbal and written feedback from Society referees is incorporated into the process of Club management.
- Monitoring, mentoring and developing Club and Youth Officials.
- Providing details of forthcoming referee training courses and advising potential referees of funding opportunities as promulgated on the HRURS website ([www.hantsrefs.org.uk](http://www.hantsrefs.org.uk)).
- Providing advice and guidance when requested to all age group managers, coaches and players concerning the Laws of the Game.
- Notifying individual Age Group Managers when a Society referee has been appointed for that age group's forthcoming fixture.
- Ensuring Age Group Managers are aware of the procedure for confirming match officials prior to home games and of their responsibilities on match days.
- Liaising directly with HRURS to resolve issues when notified by Age Group Managers or the Fixture Secretary of changes or cancellation of fixtures where Society referees have been appointed.

Deborah J Morgan

Chairman  
Havant Rugby Club Mini & Junior Section  
3 August 2004