



## **AACT Official's Committee Roles and Responsibilities**

### **Membership**

Board Member	-	Richard Nicholson
Officials Manager (Chair)	-	Terrence Sheales
Officials (NCGA Club Rep)	-	Dianne Calvert + Roster
Competition Representative	-	Janice Clarke
(Athlete Rep)		
(Coaches Rep)		
(LAACT Rep)		

### **Responsibilities<sup>1</sup>**

The aim and responsibility of the Official's Committee is to ensure that ACT officials are registered with the Association, are duly qualified, offered training, and permitted to work with vulnerable people, aware of code of conduct and rostered to officiate on a regular and varied competition roster.

- 1. Recruitment, training, examination and grading - arranging practical training or special courses, preparing sample examination papers, arranging tests, arranging accreditation and maintaining records of graded officials;*
- 2. Recognition - organising identification badges and uniform issue, devising appropriate rewards, conducting rotating rosters for event group officials;*
- 3. Maintain a register of officials details and level, identify registered officials linked to AA Officials Database;*
- 4. Appointments - liaising with the summer and winter competition committees concerning the appointments of officials for competitions;*
- 5. Preparing an officials business plan and budget for inclusion into the Association's overall Business Plan and budget.*

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<sup>1</sup> AACT By-law 16.4

## **Committee Roles**

### Chair

- Convene and Chair meetings of the Committee
- Ensure that the Committee meets its responsibilities under the AACT By-laws
- Reflect the views of the Board at Committee meetings
- Report to the Board on activities of the Committee
- Coordinate the preparation of a report to be included in the AACT Annual Report

### Official's Manager

Conduct regular Official's meeting involving the AACT Board Representative  
Oversees liaison with the Competition Committee to provide officials requirements for each competition

- Conduct training program as required for officials education
- Oversee the coordination of the AACT Official's roster
- Ensure officials know of and adhere to the Code of Conduct and Volunteers policies
- Monitor application of Working with Vulnerable People for officials and regular volunteers

### Club Representatives

- Reflect the views of AACT Clubs to the Officials Committee

### Officials Representative

- Reflect the views of AACT Officials Committee

### Coaches Representative

- Reflect the views of Coaches to the Officials Committee

### Athletes Representative

- Reflect the views of AACT registered athletes to the Officials Committee