



*Zone Referee-in-Chief*  
**POSITION DESCRIPTION**

<b>APPROVED:</b>	<b>November 17, 2009</b>
<b>POSITION TITLE:</b>	<b>Zone Referee-in-Chief</b>
<b>REPORTS TO:</b>	Board of Directors from Zone and Branch RIC
<b>TERM:</b>	Elected for a two (2) year term by the appropriate Zone Board.
<b>PURPOSE:</b>	To foster, encourage, promote and administer Referee initiatives at all levels in the Zone and Branch.

**GENERAL DUTIES  
OF POSITION:**

Attend Board of Director meetings on monthly basis in accordance with Hockey NWT/Nunavut Bylaws and provide written monthly updates to Branch RIC via conference call or e-mail.

Be representative of their respective stakeholders at Board of Directors meetings, and that Board messages are communicated back to the stakeholders. This includes phone, electronic and in person communication on an ongoing basis.

To act in accordance with the Bylaws, Rules and Regulations and the Code of Conduct Policy of Hockey North and the rules and regulations of Hockey Canada.

To actively participate in Committee and/or Council appointments as directed by Branch RIC or the Zone President.

To understand, participate, approve and communicate the Budget, and Budget Planning Process of Hockey NWT/Nunavut and Hockey North.

To understand, participate, approve, and communicate the Policies and Policy Making Process of Hockey NWT/Nunavut and Hockey North.

To communicate with the Branch RIC, Zone Presidents and other members of the Zone and Branch Board.

To lead Zone Official Meetings and communicate the dates and locations on an as needed basis.

To bring forth budget requests, information and comments respective to the yearly operations of advancing Officiating across the Hockey North Branch.

All Zone RIC communications shall be copied to the pertinent Zone President and Branch RIC as part of the common message which needs to be relayed to the membership.

To actively communicate and share information with other communities and officials to grow the mentorship opportunities within your region, zone and the Branch.

To attend Hockey NWT/Nunavut Meetings and as many of the community meetings as feasible to keep the communication lines open and ensuring there is feedback to the membership to which the RIC represents. The Zone RIC also needs to ensure the communication flow is working the other way as well so the Branch knows of problems or limitations to their programming.

To present an Operational Plan for clinics, supervisions and mentorship to the Branch RIC and the Hockey NWT/Nunavut Board.

Participate in the development and monitoring of the Branch RIC's plan to grow the Officiating Program in the Hockey North Branch.

Maintain the communication lines between the Local Minor Hockey Associations, Adult Rec and the governing bodies of hockey within the Zone.

#### **REQUIRED SKILLS:**

- A keen interest in Hockey.
- Experience in a non profit volunteer organization at an administrative level.
- Dedicated and highly motivated.
- Able to liaise well with Branch RIC, Zone Board and the Branch as well as volunteer staff.
- A self starter with patience, common sense and self control.
- Must have been a certified official, current or past.

#### **TIME COMMITMENT:**

- This position requires work throughout the calendar year with a short break of approximately two months over the summer

- Attend regularly scheduled meetings Board of Directors, Council and assignments as designated.