



# **Volleyball Victoria Referee Commission**

## **Terms of Reference**

### Table of Contents

1	Aims and objectives.....	2
2	Role and responsibilities.....	2
3	Membership.....	3
4	VVRC Structure.....	3
5	Meetings.....	4
6	Reporting.....	4
7	Authorisation.....	4



## 1 Aims and objectives

1.1 The Volleyball Victoria Referee Commission (**VVRC**) aims and objectives are to:

- Co-ordinate referee activity within Victoria;
- Support the Volleyball Australia Referee Committee (**VARC**) in the delivery of accredited officiating courses and the development of officials. This includes but is not limited to, coordinating relevant activities, identifying course instructors, mentors and assessors, recommending candidates with potential and delivering courses.
- Provide opportunities to enable referees to maximise their refereeing potential in whichever discipline they aspire.
- Provide expert technical advice and support to VVI as required.

1.2 Whilst VVRC is an authorised commission of Volleyball Victoria Inc (**VVI**), the frameworks under which it operates, is largely determined by the VARC.

## 2 Role and responsibilities

The VVRC encompasses the disciplines of indoor, beach, and paravolley.

Its role and responsibilities shall include but are not limited to:

- The development of referees within Victoria. This includes conducting referee and/or officials courses as prescribed by the Volleyball Australia Referee Commission and providing assessment and/or mentoring and/or coaching of referees and officials to enable those individuals to progress.
- Identification of development opportunities for officials and the provision of appropriate levels support
- Promulgation of quality standards on activities
- Working collaboratively with VVI staff to ensure the efficient and effective provision of officiating
- Providing the VVI office with expert advice on officiating matters and providing support to staff to ensure a shared understanding of the officiating framework, standards to be applied in delivering courses and the development pathway
- Providing suitability qualified personnel to perform Referee Delegate responsibilities for events such as VV State League and VV Country Championships
- Seeking nominations of suitably qualified referees and/or officials for events as requested by either VA or VVI and provide recommendations to VVI and/or VA. Examples include AJBVC, AJVC, AVL, World League, Women's Grand Prix
- Ensuring the dissemination of advice on rule changes, interpretations and other relevant officiating information.



### **3 Membership**

3.1 To be a member of the VVRC, a person must:

- Be a current member of Volleyball Victoria
- Have current officiating accreditation, ie not expired

3.2 It is the responsibility of each member to maintain their membership by ensuring that contact information such as email and phone contact is kept up-to-date. Every effort will be made to ensure expiry dates are notified.

### **4 Volleyball Victoria Referee Commission Structure**

4.1 The VVRC will be governed by a VVRC Executive comprising a combination of elected and appointed members. The Executive will comprise the following:

- Chair (elected by VVRC)
- Course Co-ordinator
- Events Co-ordinator
- VV State League Referee Delegate (appointed)
- 3 x Regional representatives – 1 Western, 1 Central, 1 Eastern (these will be appointed)
- VVI office rep (ex-officio)

4.2 Elections for positions will be held every 2 years between 1 November and 15 December. This will commence in 2017. The election will be conducted by the VVI office. Nominations and voting will be via email. Approximate timing will be 2 weeks to call nominations, 2 weeks for people to vote, 1 week to determine the successful nominations and 1 week contingency.

4.3 Appointed members will be determined as follows:

- For Regional representatives - by their geographical location and ability to contribute to the aims and objectives of the VVRC.
- For the VV State League Referee Delegate – by the seniority as a referee and ability to fulfil the duties of the VV State League Referee Delegate<sup>1</sup>.

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<sup>1</sup> There is a separate document outlining the duties of the VV State League Referee Delegate



## 5 Meetings

5.1 The VVRC will meet at least twice yearly. These meetings will be held at a time determined as suitable by the members of the Executive. Meetings will be conducted by teleconference, unless there is a mutually convenient time and place for a face-to-face meeting. Activities that require the agreement of the VVRC that cannot be addressed through a meeting, will be determined via email, co-ordinated by the Chair.

5.2 The framework for meetings is as follows:

- 2 weeks prior to the meeting – call for agenda items
- 1 week prior to the meeting – agenda circulated
- 1 week post meeting – action items/decisions circulated.

5.3 Each member is entitled to one vote. Only those present at a meeting can vote. In the case of an equal number of votes, the chair may exercise a casting vote.

5.4 For a meeting to be deemed an official meeting at least 50% +1 of the members must be in attendance.

## 6 Reporting

6.1 The Chair will prepare a report for inclusion in the VVI Annual Report.

6.2 The VVRC will provide other reports when and as required.

## 7 Authorisation

**Policy** – Referee Commission – Terms of Reference

**Approved by:** Volleyball Victoria Inc Board

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