



ACT Rugby Referees Association

2024 ACTRRA Sub-Committee Roles and Responsibilities

In accordance with ACTRRA Objectives and Rules Para 18, sub-para (i), four sub-committees have been appointed by the 2024 Executive to assist in the efficient management of the Association's affairs across the 2024 season in order to meet its Objectives. The sub-committees (Education, Welfare, Technical, Social) are responsible to the Executive Committee and will allow the broadening of initiatives for Executive consideration and will assist in the implementation of agreed actions by the Executive.

The operations of the sub-committees are independent of the standing Coaching, Grading and Appointing Committee (CGAC) but may liaise with the CGAC, through the Chair CGAC, where necessary to support agreed actions.

The appointed sub-committee members hold no voting rights within the Executive Committee.

The sub-committees shall meet (face to face, virtual, phone etc) as necessary to carry out its functions, cognisant of the Executive Committee meeting schedule. There is no requirement for sub-committees to keep minutes of meetings but they shall be prepared to report to the Executive Committee as requested.

Any of the sub-committees can be disbanded by the Executive Committee as required.

The **Vice-President ACTRRA (Nathan Mass)** is the primary Executive POC for all sub-committees. Sub-committees are encouraged to seek guidance from the Executive at any time.

Education Sub-Committee (comprising ACTRRA World Rugby Educators): **(Annie Dickeson- lead and Mitchell Egan)**

- Assist the Executive in remaining abreast of and liaising with Rugby Australia for all education related information and RA courses relevant to ACTRRA for the qualification and development of junior and senior referees (and referee coaches / developers).
- Develop and assist in coordinating relevant plan(s) and support the delivery of Match Official professional education packages / sessions to ACTRRA members.





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- Routinely liaise with Chair CGAC to inform content and delivery of education packages / sessions ie ACTRRA Development schedule
- Assist the Executive in identifying ACTRRA members to gain and maintain relevant education qualifications to support ACTRRA Objectives ie WR Educator

Welfare Sub-Committee (comprising VP ACTRRA as Member Protection Officer and ACTRRA Welfare Officer.* Note, the duty statement for the Welfare Officer will be formalised separately). **(Nathan Mass, Brian Heaney - lead and Chris Cousin)**

- Assist the Executive, through the appointed Welfare Officer and VP, to initiate general welfare support to ACTRRA members where appropriate in line with Rugby Australia policy and procedures.
- Consider and monitor welfare related matters or concerns to inform options and actions by the Executive.
- Welfare Officer liaise directly with members, CGAC (ie junior and senior appointers) and key organisations ie Brumbies Community Rugby and JRU, where appropriate to fulfill this function.
- Assist the Executive in remaining abreast of and liaising with Rugby Australia for all welfare related information relevant to ACTRRA members.
- Assist in the ongoing management of ACTRRA's Welfare Case Register, through the VP ACTRRA, for regular review by the Executive.

Technical Sub-Committee (Damien McLachlan - lead and Ethan Gumbrell)

- Assist the Executive in delivering and sustaining suitable technical equipment, including on-field communications and development aids, to support members fulfilling Match Official and Referee Coach duties.
- Conduct an annual end of season audit of ACTRRA communications equipment to ensure it remains fit for purpose.
- Support education sub-committee in developing and delivering education and training of technical equipment to members.

Social Sub-Committee (Benjamin Nelson, Ethan Gumbrell and Jo Brinkley-lead)

- Assist the Executive in developing and assisting in the delivery of an annual ACTRRA social plan of activities, cognisant of inclusivity across the wide range of junior, senior and Life Members and the traditional core ACTRRA events eg Will Boyle Run and End of Season Presentations etc.





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- Support the Executive to meet its strategic communications objectives through mechanisms to promote the 'social fabric' of the Association.

A handwritten signature in black ink, appearing to read 'Nick Stoker'.

Nick Stoker
President
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12 Feb 2024

