



Position Synopsis and Purpose

(a position overview and how it connects to the big picture)

Under the general guidance and direction of the Recreation Active Living Programmer, and reporting to the Recreation Supervisor, the Referee (PT) position is responsible for officiating sports games for City of Barrie sport leagues. Specifically, this position enforces the rules of the game and ensures that all players are abiding by the rules. Overall, this position plays an integral role in the delivery of safe, fair and enjoyable league programs at the City of Barrie.



Major Responsibilities

(what this position does and how they allocate their time)

Description	Approximate Time Spent (%)
<p>Officiating</p> <ul style="list-style-type: none"> • Officiates sports games in one of the City of Barrie’s league programs according to the general rules of the sport to ensure that all participants abide by the rules of the sport. • Provides instruction to league participants on the rules and structure of the game and responds to questions, inquiries and/or complaints from participants regarding league games. • Monitors the gym space and the activities of league participants throughout the course of the game. • Initiates the removal of unauthorized, unruly or dangerous game participants and when required makes recommendation to the Recreation Programmer for suspension. 	95%
<p>Game Administration</p> <ul style="list-style-type: none"> • Completes administrative tasks related to league games such as, recording game scores and attendance, and submitting information to the Recreation Programmer. • Completes periodic facility scans to ensure adherence to Safety policies, procedures, rules and regulations. • Responds to and/or assists with on-site emergencies, incidents and accidents, which may involve the provision of Standard First Aid, CPR, the use of an Automated External Defibrillator (AED) and/or the completion of an accident/incident report, when required. • Performs other duties as assigned or as required in accordance with branch, departmental, divisional and/or corporate objectives. 	5%

*Note: All activities are expected to be performed in a safe manner, in accordance with the Occupational Health and Safety Act and its Regulations, along with Corporate Safety policies,

procedures, and programs. In addition, all necessary personal protective equipment must be used and maintained in good condition.



Required Training

(description of training required in order to perform the major responsibilities)

- Corporate Orientation Training
- Corporate Health and Safety Training
- Recreation Services Departmental Orientation Training
- Standard First Aid, CPR Level C and Automated External Defibrillator (AED) Certifications

*Attends training, workshops and seminars as appropriate and as required



Minimum Qualifications

(absolutely cannot do without)

Education (degree/diploma/certifications)

- Standard First Aid, CPR Level C and Automated External Defibrillator (AED) Certifications
- Satisfactory Criminal Record Check and Vulnerable Sector Check

Experience

- Demonstrated experience as a player in the applicable sport

Knowledge/Skill/Ability

- Working knowledge of the rules of the applicable sport
- Demonstrated ability to maintain the pace of the applicable sport
- Demonstrated ability to diffuse conflict situations
- Intermediate verbal communication and interpersonal skills



Preferred Qualifications

(the ideal candidate)

Education (degree/diploma/certifications)

- Referee Certification in the applicable sport from an accredited association, organization and/or institution
- HIGH FIVE® Principles of Healthy Child Development Certificate from HIGH FIVE® National

Experience

- Three (3) months of cumulative part-time experience officiating/referring in the applicable sport

Knowledge/Skill/Ability

- Advanced conflict resolution and verbal communication skills



Work Setting (description of the work environment and nature of people interactions)

Contacts

Frequency Legend	
Constant – every day for most of the day	Occasional – bi-weekly to monthly
Frequent – daily	Rare – once in a while
Regular – weekly	

Contact	Frequency	Nature of Interaction
League Participants	Constant	Receives, investigates, redirects and/or responds to inquiries, questions, concerns and/or complaints; provides information regarding league related matters; collaborates to troubleshoot and problem solve; gathers and/or distributes information
Recreation Programmer	Regular	Collaborates on branch/department work initiatives; exchanges and explains information; receives advice, guidance and instruction regarding the completion of tasks; collaborates to troubleshoot and problem solve; responds to inquiries and questions
Recreation Facilities Staff	Regular	Collaborates on department work initiatives; exchanges and explains information; gathers and/or distributes information; responds to inquiries and questions
Recreation Client Services Staff	Occasional	Collaborates on department work initiatives; exchanges and explains information; gathers and/or distributes information; responds to inquiries and questions
Recreation Supervisor	Occasional	Receives guidance, direction, support and supervision, which includes performance management, discipline and recognition of achievements; collaborates on branch/department work initiatives; collaborates and works in partnership on cross branch/departmental work projects/initiatives; receives technical and/or functional advice, guidance and/or explanations regarding league related matters; collaborates to troubleshoot and problem solve; gathers and/or distributes information; receives required training; responds to inquiries and questions

Work Conditions

- For indoor sports:
 - This position works in an indoor gym environment with occasional interruptions, which involves exposure to varying temperatures and noise
- For outdoor sports:
 - This position works in an outdoor beach environment with occasional interruptions, which involves exposure to dust, dirt, heat, and noise
- This position requires the following physical effort:
 - Frequent standing, walking and/or running
 - Occasional stooping, kneeling and/or crouching
 - Occasional lifting and/or holding objects not exceeding 12 kg
 - Occasional pushing and/or pulling objects not exceeding 10 kg
- Interactions with contacts are generally courteous and collaborative, however can include frequent exposure to rudeness, profanity and verbal or physical abuse
- Regular hours of work are up to and including 24 hours per week with a varying schedule to support business demand



Corporate Values (operating principles that guide all staff conduct)

Strive

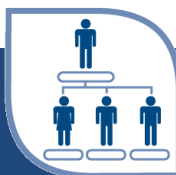
- To exceed customer expectations
- To continually improve the way we do business
- To find creative and innovative solutions
- To stay relevant

Share

- Information
- Resources
- Ideas
- Workload
- Expertise

Care

- About our customers
- About each other
- About the quality of our work
- About keeping our commitments
- About the community



Position Classification (where this position fits)

Position Title: Referee (PT)	Division: Community and Corporate Services
Department: Recreation Services	Classification: Non-union (Part-time)
Branch: Recreation	Reports to (Direct): Recreation Supervisor
Position Supervised Directly: N/A	Positions Supervised Indirectly: N/A
Effective Date: August 8, 2016	Revision Date: N/A
Equivalency Code: N/A	Hours per Week: Up to and including 24