



Cunningham District Bowls Association Inc

ABN 30 083 980 317

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DISTRICT UMPIRES COMMITTEE

REPORTING RELATIONSHIPS: The District Umpires Committee is responsible to and reports to the Management Committee.

PURPOSE OF THE UMPIRES COMMITTEE: It is the role of the Umpires Committee to conduct training and examinations as required for the accreditation and re-accreditation of National Umpires and Measurers.

MINIMUM QUALIFICATIONS: Must be an accredited National Umpire having held a valid certificate for not less than two (2) years at the date of appointment. Such members must have met or be able to meet any requirements as set out by the State Umpires Committee.

Principal Responsibilities:

- Within the first 30 days of appointment the Umpires Committee must convene and appoint a Chairperson
- Provide accurate details advertising all current and proposed courses to the Systems Administration Committee for uploading onto the CDBA website and social media page.
- To conduct a minimum of five (5) courses each calendar year with a minimum of two of these courses being held in both Brisbane and Ipswich regions and at least one (1) course being conducted in a country/regional location.
- To liaise with Match Committee for the appointment of Umpires for games under District control.
- To report on such questions, interpretations or decisions on the Laws of the Game as may be referred to it by the Association Secretary from the Management Committee, Council or District Committee.
- Maintain a current listing of all CDBA umpires and measurers detailing their name and contact details as well as their accreditation number and expiry date.
- Liaise with the District Secretary to obtain from BQ the most current listing of accredited Umpires in Cunningham District.
- To keep all information provided from the BQ database as confidential and not release personal details of any Umpire to any group or person outside of the Umpires Committee without express permission of the CDBA Management Committee.
- Conduct annual self assessments of the committee's operations
- Work cohesively with all CDBA officials

Committee Chairperson (Roles & Responsibilities)

- Chair and convene all meetings or teleconferences, keeping minutes/records of these meetings of which a summary shall be included in the Umpire Committee's monthly report to CDBA Management Committee.
- Prior to a meeting ensure all committee members have an agenda, necessary documentation and all other relevant information that will assist them to participate fully in the meeting
- Prepare a monthly report to the Management Committee covering the activities for the month, report on courses conducted, numbers participating, numbers of new accredited umpires, numbers of re-accredited umpires, courses proposed plus details of which committee members attended these courses.
- Prepare a written report for each Council Meeting and for inclusion in the Annual Report
- Document and update all processes used by the Umpires Committee
- Prepare Succession Plans for Umpire Committee positions

Key Result Areas:

- Increase the number and quality of accredited umpires throughout the District

Limitations:

The committee members are not authorised to:

- Make policy or regulations or make a commitment to change any policy or regulation that may be binding on the CDBA
- Make press or social media statements that may be considered defamatory of the CDBA, CDBA Officials, or Players.
- Directly approach Bowls Qld or Bowls Australia without the express authority of the CDBA Management Committee

Signed By Applicant:

Date: