

Position Description

Position Title	Umpire
Directorate	Community Development
Business Unit/s	Recreation and Leisure Services
Reports to	Sports & Leisure Programs Officer
Classification	Level 1 – Inside Workforce Agreement

Organisational Overview

The City of Stirling (the City) is located eight kilometres north of Perth's central business district and covers an area of around 100 square kilometres from Scarborough, Trigg and North Beach in the west to Balga and Inglewood in the east, and from Beach Road in the north to Herdsman in the south.

The City is the largest local government by population in WA with over 243,000 residents. We provide more than 200 services to our thriving community, including recreation centres, libraries, home and community care, safety, and events.

The City has a workforce of around 1,400 people and a genuine commitment to invest in our employees to achieve an inclusive, diverse, engaged and capable workforce. The City is recognised for supporting work-life balance through a wide range of flexible work options and offering a range of policies and benefits to create opportunities and an enjoyable and fulfilling employment experience.

Organisational Vision, Mission Statement and Values

Vision

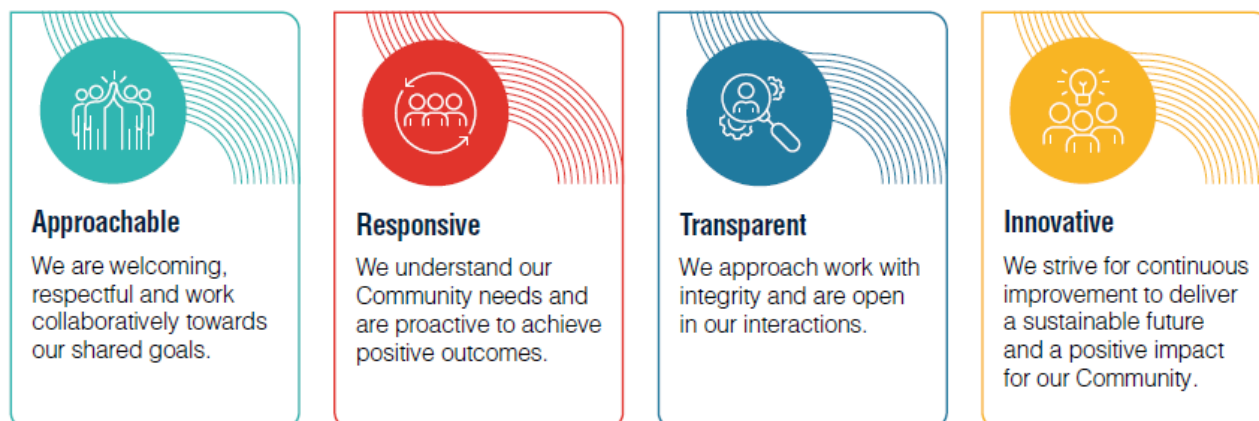
A sustainable City with a local focus.

Mission Statement

To serve our community by delivering efficient, responsive and sustainable service.

Values

The City of Stirling's core values are:



Reporting Relationships

The Sports Umpires report to the Sports & Leisure Programs Officer

Business Unit Purpose

To provide and facilitate a wide range of sport, recreation, and healthy lifestyle opportunities for the community through the delivery of strategic infrastructure planning, facility management, club development, beach services and leisure programming.

Position Overview

To umpire sporting programs according to rules set out by the relevant sporting governing body and the applicable Stirling Leisure Centre By-Laws

To contribute to the efficient operation of the facility and its programs, to maintain a safe environment for patrons and to ensure the facility and equipment is in a presentable and safe working condition at all times.

Position Objectives

- Officiate sporting events, games, and competitions. Anticipate play and choose a position where you can see the action, assess the situation, and determine any violations of the rules.
- Judge performances in sporting competitions to determine a winner.
- Deliver fair and unbiased umpiring.
- Signal participants and other officials when infractions occur or to regulate play or competition.
- Enforce the rules of the game and assess penalties when necessary.
- To neutralise any conflicts between players and report the matter to the Sports and Leisure Programs Officer and Facility Officer
- Ensure all games are controlled to ensure they are conducted in a sportsman like manner.
- Maintain and keep up to date with current knowledge of the sport rules and Centre By-Laws.
- Inspect sports equipment and examine all participants to ensure safety.
- To assist with the set-up of courts prior to the commencement of games.
- Keep track of event times, starting or stopping play when necessary.

- Settle claims of infractions or complaints by participants.
 - Provide outstanding customer service at all times and interact in a positive manner with all users of the facility.
 - Notify the Sports and Leisure Programs Officer and Facility Officer at the site, of any issues of concern with the team/players and coaching program clients.
 - Ensure all facilities and equipment required activities are clean and well maintained.
 - Set up and pack up equipment required for programs.
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- Respond promptly to any internal communication received by Management.
 - Attend sport and program professional development and training workshops when scheduled.

Corporate Responsibilities

- Contributes to the achievement of corporate objectives by ensuring that stakeholders are dealt with in a professional and timely manner.
- Observe all safe working practices and work as directed by your supervisor.
- Ensure that you take reasonable care to ensure your own safety and health at work and that of others.
- Takes responsibility for and actively promotes the importance of the City's Risk Management processes, encouraging others to apply it and achieve positive results from it throughout their work.
- Understand the principles of customer service and undertake duties and responsibility in accordance with the City's Customer Service Charter.
- Undertake duties and responsibilities in accordance with corporate policies, management practices and procedures and demonstrate expected behaviours aligned with the City's Code of Conduct.
- Undertake Community Engagement where required, to optimise trust, inform decision-making, share knowledge, and strengthen relationships with the community in accordance with the City's Community Engagement Policy.
- Perform other duties as directed.

Selection Criteria

Qualifications/Education Level	
Foundation Level Certificate.	Desirable
Minimum Level 1 Umpiring or coaching accreditation from governing body and/or experience in umpiring.	Essential
Knowledge, Skills, Experience & Abilities	
Knowledge of rules, regulations, and legislation relevant to sporting programs.	Essential
Excellent interpersonal skills.	Essential
Ability to work individually without supervision and in a team environment.	Essential
Demonstrated commitment to customer service.	Essential
Experience in umpiring and/or refereeing of netball, basketball, Futsal (soccer) and other indoor sports.	Essential
Experience of working with a diverse client base and general public.	Essential
Experience of working in a similar recreational facility.	Desirable
Other	
National Police Clearance (under 3 months).	Essential
Current Perform First Aid Certificate.	Desirable

Office use only

Position Creation Date	Date	August 2017	Officer	Manager Recreation and Leisure Services
Last reviewed/Modified	Date	4 February 2025	Officer	Team Leader Sport & Leisure