

NORTH OTAGO RUGBY FOOTBALL UNION
Vacancy: Referee Education & Development Officer (REO)

Part-time (0.2 FTE)

Location: North Otago

Reports to: Provincial CEO / Rugby Manager

Start Date: To be confirmed with successful candidate

Role Purpose:

The North Otago Rugby Football Union (NORFU) seeks an enthusiastic and experienced Referee Education & Development Officer (REO) to lead the recruitment, development, education, and management of referees across the region. This role supports NORFU's goal of providing safe, inclusive, and high-quality rugby experiences for players, coaches, supporters, and officials.

Key Responsibilities:

1. Referee Development & Education

- Recruit, mentor, and retain referees across all grades and competitions.
- Deliver training, workshops, and resources for referees, referee coaches, and evaluators.
- Lead education initiatives for players, coaches, schools, and community members on the Laws of the Game and referee pathways.
- Support NZR safety initiatives and promote best-practice officiating standards.

2. Match Official Management & Appointments

- Coordinate referee appointments across provincial and community competitions, tournaments, and representative fixtures.
- Maintain records of appointments, training completions, and referee progression.
- Identify and nurture talent for referee advancement pathways.

3. Judicial & Administrative Support

- Assist with judicial and disciplinary processes, including coordination of documentation and referee input.
- Support planning, budgeting, and programme design for referee services.
- Represent NORFU at regional and national rugby forums, workshops, and development meetings.

Key Skills & Attributes:

- Strong knowledge of rugby laws and referee practices.
- Experience in referee mentoring, education, or development.
- Excellent communication, presentation, and facilitation skills.
- Strong organizational, coordination, and problem-solving abilities.
- Ability to engage positively with volunteers, clubs, schools, and wider community.
- Passion for building sustainable pathways in sport and community development.

Preferred Qualifications & Experience:

- Relevant tertiary qualification.
- Minimum five years' refereeing experience at any level.
- Experience delivering training or education programmes.
- Experience with competitions administration, judicial processes, or game management systems.

Additional Requirements:

- Some evening and weekend work may be required.
- Full New Zealand driver licence preferred.
- Successful candidate may be required to undergo Police Vetting.

Why Join Us:

This is a unique opportunity to influence the future of refereeing in North Otago. You will lead initiatives that enhance referee capability, foster community engagement, and support cultural inclusion, contributing to the growth and sustainability of rugby in the region.

How to Apply:

Please submit your CV and cover letter outlining your experience, skills, and vision for referee development in North Otago to recruitment@norfu.nz

Don't wait until the closing date to apply, as we will be reviewing applications as we go.