

Referee Selection Policy

Policy Name: Referee Selection Policy

Policy Number: As Per SOP

Document Type: Policy

Effective Date: February 2024

Last Reviewed: February 2024

Next Review: February 2027

Applicable Legislation: NA



Purpose Statement

Volleyball WA (VWA) recognises the importance of selecting the right referees to represent Western Australia at state events, national events and international tours and the significant responsibilities bestowed upon them.

The purpose of this policy is to outline Volleyball WA's approach to selecting the most suitable referees who will uphold the association's values and Codes of Conduct of VWA.

Policy Application

This policy applies to all VWA employees, contractors, volunteers, members, and all other people or organisations which by agreement, or otherwise, are bound to comply with this policy.

This policy applies to behaviour occurring during VWA business, activities, competitions, and events.

Definitions

The following definitions are listed to provide clarity for this policy.

AJVC is the Australian Junior Volleyball Championships.

AYBVC is the Australian Youth Beach Volleyball Championship.

AYVC is the Australian Youth Volleyball Championships.

Applicant is the individual applying for a state, national or international referee position.

Exceptional circumstance is if something happens that is out of the ordinary, unavoidable, or unexpected.

Event is a championship, event, tour, or league.

Member means an individual, club, an affiliated club, or association who is a member of VWA.

WA VARC is the Western Australia Volleyball Australia Referee Committee

WWC Act means to the *Working with Children (Criminal Record Checking) Act 2004*

Background

Referees are required to be appointed by VWA for:

- Australian Junior Volleyball Championships (AJVC) - except for Referee Supervisors & Delegates (appointed by VA)
- Australian Youth Volleyball Championships (AYVC) - except for Referee Supervisors & Delegates (appointed by VA)
- Australian Youth Beach Volleyball Championship (AYBVC) - except for Referee Delegates (appointed by VA)
- Any other major Volleyball events that require an official selection process by VWA

Policy Statement

Eligibility

To be eligible for selection, all applicants must:

- Have no outstanding financial obligations with VWA.
- Not be subject to any disciplinary action or the investigation of disciplinary action.
- Obtain and hold a current Working with Children Card where there is the likelihood of U/18 athletes participating in an event (unless exempt as per the WWC Act).
- Be a current Volleyball WA member.
- Hold the minimum accreditation required to referee at the event or championships.

Applications and Process

- Volleyball WA will notify members and interested parties when applications are required for positions via VWA Volley Voice, VWA website, VWA Facebook or via direct email.
- The online application form and due dates will be included when VWA notify members and interested parties that applications are now being taken.
- Applicants eligible for selection are required to complete all sections of the online application form and submit the form prior to the due date.
- VWA will confirm receipt of application via email.
- No application forms will be accepted after the due date. *
- After the applications close, the Referee Selection Committee will convene.
- When the Referee Selection Committee has agreed upon the selection of the Referee position/s, the Referee Selection Committee will provide a list of selected applicants to the VWA Board for ratification.
- The successful and unsuccessful applicants will be advised of selection/non selection after ratification of the VWA Board.

**In exceptional circumstances the VWA Chief Executive Officer and / or the VWA Board may accept the late submission of applications. The relevant submission must be provided in writing to the VWA Chief Executive Officer.*

Referee Selection Committee

The Referee Selection Committee is responsible for the selection of Referees, pending final ratification by the VWA Board.

Selection Committee Responsibilities

- Each Selection Committee member has a vote with the exemption of the VWA Education Coordinator who is a non-voting member,
- The selection of the Referee positions shall be by majority vote.
- Selection Committee members cannot select applicants who do not meet the eligibility criteria as outlined in this Policy.
- When the Selection Committee has agreed upon the final positions, the committee will provide the list of recommended persons to the VWA Board for ratification.
- The VWA Education Coordinator is the meeting note taker.
- The Selection Committee cannot advise the community or applicants of the selection outcome. The VWA office will notify all applicants of successful and unsuccessful after VWA Board ratification.

Committee Composition

The Referee Selection Committee shall comprise of:

- VWA Participation Manager (Chair)
- VWA Referee Committee Chairperson or an appropriate Senior WA Indoor / Beach Volleyball Referee endorsed by the Board
- VWA Referee Committee AYVC or AYBVC Member (as per VWARC Terms of Reference)
- VWA Education Coordinator

If a Selection Committee member has submitted a VWA application for a position, they must step down from that Selection Committee for the identified event. The VWA President or VWA Chief Executive Officer will nominate an individual with experience and understanding of volleyball or sport with suitable skills to take their position.

Selection of Referees

The criteria listed below will be applied in each selection decision. However, the weight given to each criterion will be totally at the discretion of the Selection Panel, and the weight may vary dependent on the selection decision being considered, and the timing of that decision.

Past performance

- The performance of the referee at previous Volleyball Australian Championships and or performance at international events (if applicable).
- The performance of the referee in VWA sanctioned domestic events
- The referee's level of commitment to officiating in VWA domestic events in the last year.
- Behaviour and professionalism of referees at previous VWA and/or VA events

Future performance

- The perceived ability of the referee to achieve their best performance in the event concerned in the selection decision and their suitability for that particular event.
- The perceived potential of the referee to progress at the national/international level over the medium to long term.

Other

- Experience and Accreditation Level
- Requirements for accreditation upgrades
- Any other factor which, in the view of the Selection Panel, is relevant to the evaluation of the referee.

All referee appointments (or non-selections) must be supported by rationale in writing by the Selection committee.

Selection Appeals

Any appeal against non-selection can be made to the Selection Appeals Tribunal under this policy on the sole ground that the Selection Committee did not properly follow or implement the process in the selection criteria. There is no appeal on the merits of any particular selection decision.

Notice of Appeal

- The appellant must give written notice, including grounds of their appeal to the VWA Chief Executive Officer kuhl@volleyballwa.au within 48 hours of a State Team being announced.
- The written notice must outline:
 - The decision in question
 - The ground(s) on which the appeal is being made
 - The reasons or circumstances supporting the alleged ground of appeal.
- The written notice is to be accompanied by an Appeal Fee payment of \$150.00. If the appeal is successful, the appeal fee will be refunded in full.
- The appellant must be the individual who has not been selected or a parent/guardian if the individual is under the age of 18.

Selection Appeals Tribunal

The Selection Appeals Tribunal shall comprise of:

- A VWA Board Representative – “Chair”
- A person that has experience and understanding of high-performance volleyball or sport with suitable skills for membership of the Committee – Board endorsed.
- A VWA Board Representative.

Selection Appeals Tribunal Roles and Responsibilities

- To convene a hearing within 10 working days of VWA receiving the appeal.
- Give the appellant and the Selection Committee every opportunity to be heard.
- Give due consideration to any written statement by the appellant.
- The Selection Appeals Tribunal has no power of selection or reselection.
- Allow all relevant parties to be present (online or face to face) along with their adult representative (not being legally trained or qualified).
- When required, the Selection Appeals Tribunal may request or require such persons or any other witness to attend the hearing or provide such evidence as is available.
- Consider all relevant and available information and shall arrive at a finding.

Outcomes of the Selection Appeals Tribunal

- If the Selection Appeals Tribunal considers the ground(s) alleged by the appellant to be satisfied, the Tribunal shall refer the matter back to the relevant Selection Committee for reconsideration. Each Selection Committee member shall comply with any direction provided by the Selection Appeals Tribunal in any referral.
- Any further selection decision of the Selection Committee under the direction of the Selection Appeals Tribunal shall be final, and no further appeal shall be available to the aggrieved person in respect of that selection.
- The Selection Appeals Tribunal will notify the VWA Chief Executive Officer of the outcome of the Tribunal, who shall notify the appellant and VWA Board as soon as practical after the meeting.
- If the Selection Committee is required to reconvene a selection meeting, it will be required within 10 days of the Selection Appeal Tribunal.

Policy Breaches

VWA will take all breaches of the policy seriously and will ensure they are dealt with promptly, sensitively, and confidentially.

Disciplinary action may be taken against a person who is found in breach of this policy, in accordance with the Complaints Management Procedure.

If a criminal offence is considered to have been committed, the appropriate authorities will be contacted for advice and guidance.

Document Control

Version History

Date	Version number	Executive Summary of changes
February 2024	1.0	

Appendix & Relevant Procedures

This policy is to be read in-conjunction with the following:

- VWA Child Safeguarding Policy
- WWC Check Screening Procedure & Guideline
- VWA Complaint Management Policy
- VWA Misconduct Policy
- VWA Codes of Conduct
- VWA Member Protection Policy Statement
- VWA Alcohol Policy