

**General Information**

<b>Job Title</b>	Manager, Officials	<b>Company</b>	Stonewall Sports
<b>Sport</b>	Dodgeball	<b>Location</b>	Washington, D.C.
<b>Role Type</b>	Leadership Team Member	<b>Function</b>	Strategy

**Job Summary:**

The Manager, Officials oversees all Officials and has authority on enforcing and adjudicating the dodgeball rules. He or she shall be responsible for updating the rules as determined by the Director of Strategy and League Commissioner, answering rules questions, educating members on the rules, holding a referee clinic, and ensuring adequate referee coverage throughout the season. The Manager, Officials will also determine court safety for each game and establish a protocol for proceeding under adverse conditions. The Manager, Officials is responsible for setting the head referee schedule each season. The Manager, Officials reports to the Director of Strategy. The Manager, Officials is part of the leadership team but is not part of the Board.

**Main Duties and Responsibilities:**

- Executes head referee training
- Creates, proctors, and grades head referee tests
- Coordinates head referee scheduling
- Obtains scores and updates official records
- Tracks and monitors log of penalty cards issued by players
- Runs good sportsmanship incentive program (glitter cards)

**Qualifications**

**Language / Communication / Technical Skills:**

- Excellent communication skills - correspondence to internal and external customers
- Ability to communicate effectively with individuals possessing varying degrees of technical and functional knowledge
- Subject matter expert in league policies, regulations and gameplay rules

**Job Dimensions**

**Geographic Responsibility:** Washington, D.C.

**Internal Relationships:** Communications and Operational Planning & Development

**External Relationships:** None

**Budget / Revenue Responsibility:** Limited

**Organization Structure**

**Direct Line Manager (Title):** Director, Strategy

**Number of Direct Reports:** 16 \*Head Referee count can vary by season as needed

**Estimated Total Size of Team:** 17

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The above statements are intended to describe the general nature and level of the job being performed by the individual(s) elected to this position. They are not intended to be an exhaustive list of all duties, responsibilities, and skills required. Stonewall Dodgeball DC reserves the right to modify, add, or remove duties and to assign other duties as necessary. In addition, reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this position.