



Wellington
Hockey
Association

National Hockey Stadium
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Memorandum

Date: 26 March 2018

To: All Wellington Hockey Association Clubs and Schools

From: Jenni Cronin

RE: UMPIRES COUNCIL – VACANCIES

Wellington Hockey is in the third year of its 2015 – 2020 strategic plan. Over the past 2 years, significant progress has been made across a number of areas to ensure our 2020 strategic plan outcomes are realised.

A key outcome within our strategic plan is to achieve 80% retention of Wellington Hockey coaches and umpires, at all levels. While the Association has advanced a number of coach planning, mentoring and workshop opportunities, it is aware that more effort and resources need to be applied to ensure our umpire recruitment, development and recognition strategic plan priorities are met.

To identify how the Association should best apply resources to support umpires, Wellington Hockey established an Umpires Council in late 2016 which is currently represented by the following members:

- Devendra Patel, Tom Rutherford, Jane Hirst, Warren Devereux, Nano Tunnicliff, Jainesh Sukha and Jenni Cronin

The Council is comprised of the following Portfolio Areas that Umpire Members lead and assist with:

1. **DEVELOPMENT (Primary, Secondary, Open Grade, Representative, Female)**
2. **CULTURE & COMMUNICATION (Connection with Schools, Clubs, Coaches, Athletes & Umpires)**
3. **RECRUITMENT (Primary, Secondary, Open Grade, Female)**
4. **SPONSORSHIP**
5. **APPOINTMENTS & GRADING (Primary, Secondary & Open Grade)**

The key responsibilities of this Council are detailed within the Terms of Reference document – inserted below.

Due to two Umpire Council representatives retiring in early 2018, WHA is looking to appoint 2 new members.

If you are interested in representing the Wellington Hockey Umpires Council, please send a copy of your CV and a covering letter to jenni@capitalhockey.org.nz by Tuesday 3 April.

If you have any questions about the Umpires Council, please contact Jenni Cronin – 021 209 8483



Umpires Council

Terms of Reference

1. Purpose:

The purpose of the Umpires Council is to ensure that the Wellington Hockey strategic plan umpire recruitment, development and retention outcomes are successfully met

2. Primary Roles:

- 2.1 Identify opportunities and support Wellington Hockey to recruit new umpires
- 2.2 Actively engage with players and coaches to enhance umpire relationships
- 2.3 Ensure that Wellington Hockey's umpiring priorities are linked and well supported by Hockey NZ
- 2.4 Support the Association to develop an umpire's succession plan to guide umpire appointment and national tournament selection processes
- 2.5 Establish and oversee an umpire development framework that supports umpires, at all levels
- 2.6 Ensure adequate resources are being applied to support umpiring outcomes
- 2.7 Provide advice and feedback to support the CEO on all umpiring matters (including complaints)

3. Meetings:

- 3.1 The Wellington Hockey CEO (or designated nominee) will Chair Umpires Council meetings
- 3.2 A detailed agenda will be provided at least one week prior to scheduled meetings
- 3.3 Meetings will be held at the WHA office at the National Hockey Stadium and there will be no more than 12 meetings per year
- 3.4 Minutes will record issues, decisions and actions only

4. Responsibilities of Individuals:

- 10.1 Prepare for meetings by reading papers/material sent in advance
- 10.2 Abide by the decisions of the Committee
- 10.3 Ensure confidentiality of information is provided where specified
- 10.4 Actively engage in discussion and decision-making processes
- 10.5 Discuss and disseminate information
- 10.6 Communicate relevant issues to the Chair for the agenda, prior to the agenda closing date
- 10.7 Contribute to the development of and provide feedback on documents received
- 10.8 Engage with relevant stakeholders, as and when necessary
- 10.9 Ensure that assigned actions are followed through and reported on in the time frame agreed