



## Match Day Official

### **Objective**

- To ensure all home & away match day operations are conducted smoothly throughout the season.
- To ensure the safety of umpires, spectators, players, coaches and other staff.

### **Responsibilities**

- To ensure the ground and surrounding areas are safe for the day's activities.
- To ensure the Team Managers are organised and well equipped for match days.
- Assist other committee members in their duties as required before and after the game.
- Escort the umpires from their change rooms to the centre of the field prior to the start of each match.
- Escort the umpires from their assembly point on the field to their change rooms at half time.
- Escort the umpires from their change rooms to the centre of the field after the half time break.
- Escort the umpires from their assembly point on the field to their change rooms at the conclusion of the match.
- Stand with the umpires during the quarter and three quarter time intervals and provide water.
- Report all side-line incidents/altercations to the Field Umpires at the end of each quarter.
- Undertake tasks at the request of the Executive Committee or Football Director.

### **Relationships**

- Reports to the Football Director.
- Liaises with the Executive Committee.
- Liaises with the Team Manager.
- Liaises with the Field Umpires.

### **Accountability**

- Accountable to the Executive Committee via the Football Manager.



## ROLE OF MATCH DAY OFFICIAL

Each Member Club in every Division shall appoint a Match Day Official whom is responsible for the following:

- Shall wear the official Match Day official attire as prescribed by The League for the duration of the match being played.
- Attend the Umpire(s) Room twenty (20) minutes prior to the commencement of the match and introduce themselves to the officiating umpires.
- Escort the umpire(s) on to the field for the commencement of the match, off the field at the half time break, on to the field for the commencement of the third quarter and off the field at the completion of the match.
- Ensure a Match Day Official, or the Captain of the team in the match being played, are the only persons who approach an umpire(s) at quarter, half, or three quarter time breaks in regard to any issue their Member Club would like addressed.
- Advise the opposing Member Club Match Day official that The League may be notified of any persons connected with their Club for bad language, abusive, aggressive or threatening behaviour towards another person(s).
- Ensure that spectators are kept behind the spectator defined line or fence.
- Ensure that Member Club coaches and officials keep within their defined area.
- Ensure alcohol is not consumed in the defined non-alcohol consumption areas.
- Ensure no alcohol or any drinks in glass are taken onto the playing field at any time.
- Ensure no Member Club officials, players or supporters enter the umpire's rooms without the umpire's permission.

For all major round matches (Finals) each Member Club participating shall be responsible for supplying two (2) match day officials.

The home Member Club Match Day Official shall pay each League appointed umpire(s) an amount prescribed by The League in cash and each in a separate envelope within 15 minutes of the completion of the match in a respectful and professional manner and ensure that the Umpire's Proof of Payment form (APPENDIX 6) is signed by each umpire.

In the event that an umpire refuses payment or to sign the Umpire's Proof of Payment form, the Match Day Official shall seek out an official from the opposing Member Club or another umpire to witness such refusal.

All reports of breaches of payment to umpires shall be passed onto The League.

The League may impose a fine to a Member Club found guilty of breaching their responsibilities in relation to Clause 0.

Last reviewed: 29 March 2016