



Domestic Assignments Vice Chair Position Description

The USA Fencing Officials' Commission aims to facilitate the best possible athlete experience in American fencing competitions by developing and managing a group of competent and unbiased referees and creating an environment of fairness, honesty, integrity, and respect.

The Commission is responsible for:

- Developing referees
- Developing seminars and exams
- Legislation and interpretation of rules
- Selecting and assigning referees at National Team qualifying competitions
- Awarding referee classifications
- Liaising with Regional Event Organizers, and school and college programs
- Conducting hearings on Code of Conduct or Code of Ethics breaches
- Submitting candidates for FIE licensure
- Assigning referees to international competitions

Position Description:

The Domestic Assignments Vice Chair will develop and oversee a Hiring Panel selected by the Domestic Assignments Vice Chair and confirmed by the FOC, and develop, oversee, and train a panel of assigners of different levels for regional and national events. The Vice Chair will lead a committee comprised of five additional individuals. The selected Vice Chair will serve for a term of four years*. (Note that the Board has the ability to remove the individual selected for failure to effectively and competently fulfill his/her duties)

Primary Duties:

- Train and manage the Hiring Panel, Assigners, and Referee Coordinators
- Oversee the assignment and hiring of referees of the national tournaments held each season
- Coordinate communication with Referees, National Office, and Assigners
- Prepare reports, to the Board of Directors and state the progress toward the Annual Plan approved to the Board

Qualifications

- Have a National Referee rating of three or better
- Have actively refereed at national events for the past three years, international refereeing experience preferred
- Must be able to attend three national events annually
- Familiarity with the referee cadre is highly preferred
- Spreadsheet and database management experience is required
- Professional management experience preferred
- Once selected by the FOC and the President of the USFA, the applicant must be approved by the USFA Board of Directors

Skills

- Strong organizational and communication skills
- Ability to multi-task and meet deadlines

*** Initial term may be 2 years.**