

JOB DESCRIPTION
Fast Pitch Provincial Deputy Umpire-in-Chief (Junior/Intermediate Clinics)

Major objectives/purpose

- a. Work with the Provincial Umpire in Chief and the Fast Pitch Umpire Committee to improve and maintain the umpire program across Ontario.
- b. Manage the Junior/Intermediate umpires portfolio

Qualifications

- a. Must be an active Fast Pitch umpire, registered with Softball Ontario by April 30th of each year. If not registered by April 30th of the current year, the FP PUIC has the right to remove the committee member from his/her duties.
- b. The umpire must have a minimum certification of FP Level 3 or higher
- c. Must sign Softball Ontario's confidentiality, volunteer and Screening Declaration Form (SDF) agreements
- d. Must have a Vulnerable Sector Screening submitted to Softball Ontario's Executive Director within the last five years or by April 30th of the coming year.
- e. Five years of experience is an asset

Responsibilities

- a. Attend all Softball Ontario Fast Pitch and joint committee meetings and all other meetings at the request of the PUIC.
- b. Assist the PUIC in jobs in which he/she chooses to delegate
- c. Follow proper procedures regarding the chain of command
- d. Confirm instructors have been appointed to a JD/INT clinic at least 2 weeks in advance and give the names of the instructors to the Program Coordinator at that time
- e. Approve all JD/INT clinic instructors and ensure that they have the proper paperwork including VSS, Screening Declaration Form (SDF), confidentiality and volunteer agreements before they are approved
 - a. Contact instructors/zone staff who have not completed the proper paperwork upon request from the Program Coordinator
- f. Copy the PUIC and Program Coordinator on any/all communication regarding the program
- g. Present and explain how to instruct a proper JD/INT clinic at the ITC umpire weekend
- h. Liaison for all ZUICs regarding JD/INT umpire clinics
- i. Update all JD/INT umpire clinic manuals/materials on a yearly basis and submit to the Program Coordinator by February 1st of the current year. (Contact the Program Coordinator if you need these manuals/materials sent to you for updating.)
- j. Review umpire clinic report prior to the fall meeting
- k. Review umpire clinic report prior to the fall meeting
- l. Review the clinic evaluation forms from each JD/INT clinic and report on the findings
- m. Write a JD/INT summary report to be presented at the fall meeting
- n. Assist in the selection of the Canadian Championship umpire appointments
- o. Liaison with the Program Coordinator and ZUICs.
- p. Assist in developing a retention and recruitment plan for umpires in Ontario
- q. Assume all responsibilities of the Provincial Umpire-in-Chief in his/her absence as directed
- r. Follow Softball Ontario's code of conduct and social media policy
- s. Familiarize yourself with the policy manual and appendixes on a regular basis
- t. Ensure the zone staff from your appointed zones have all registered by April 30th of the current

Duration of the position

- a. DUIC (Junior/Intermediate clinic) position will come due on the alternate year as the PUIC
- b. All DUIC terms will be two years in length with no maximum number of terms

Supervisor

The Deputy Fast Pitch Provincial Umpires-in-Chief report to the Fast Pitch Provincial Umpire-in-Chief, the Program Coordinator and ultimately the Softball Ontario Board of Directors.