BBNZ Referee Selection Panel Terms of Reference

Draft version 2, 11/01/24

Title:	**Referee Selection Panel**
Objective:	Objectively and systematically evaluate and recommend candidates for BBNZ event referee and referee trainer positions based on their qualifications, experience, and suitability for the role.
Responsible to:	Chief Executive (CEO)
Reports to:	National Officials Developer (NOD)
Date:	11 January 2024

1) Panel Structure:

i. The Referee Selection Panel shall comprise of three appointed selectors and the BBNZ National Officials Developer.
ii. Key BBNZ staff may also attend meetings at the discretion of the CEO or NOD.
iii. BBNZ will appoint one of the selectors as panel Chair.
iv. A quorum shall be three members including either the Chair or NOD.

2) Appointment:

i. BBNZ will appoint three members to make up the panel. BBNZ will call for Expressions of Interest from suitably qualified and experienced candidates that meet the selector profile (see below).
ii. The panel may include representatives from BBNZ, Associations or other organisations that partner with BBNZ in the officiating space.

3) Term:

i. Appointed positions will be for a one (1) year term commencing 1 February 2024 and concluding on 31 January 2025. BBNZ reserve the right to adjust or extend the term.
ii. BBNZ reserve the right to review members position on the panel if they are not adhering to these Terms of Reference and the BBNZ Code of Conduct.

4) Scope:

The Referee Selection Panel is responsible for the assessment and selection of referees and referee trainers for the following BBNZ events:

- Sals NBL & Tauihi leagues
- National Tournaments (excluding regional U14 competitions)
- Secondary School Nationals
- Tertiary National Championships
- 3x3 roles (FIBA & nationally)
- Non-FIBA international games hosted by BBNZ at senior and U19 level.

The Panel will also recommend referees to the National Officials Developer to nominate to FIBA for international licences and appointments. The scope includes identifying qualified individuals, conducting thorough evaluations, and recommending suitable candidates to the relevant tournaments and leagues.

5) Responsibilities:

1. **Candidate Identification:**
   - Collaborate to establish criteria for the selection of referees and referee trainers.
   - Solicit nominations and applications from associations and zones.
   - Identify potential candidates based on established criteria.

2. **Application Review:**
   - Review referee and referee trainers' applications, considering qualifications, experience, and expertise.
   - Shortlist referees and referee trainers who meet the established criteria.
   - Conduct thorough background checks, if necessary.

3. **Assessment:**
   - Assess referees' and referee trainers' communication skills, knowledge, and suitability for appointments.
   - Evaluate candidates' ability to handle specific situations related to their potential referee appointment.

4. **Recommendations:**
   - Based on the assessments, provide recommendations to the National Officials Developer for tournament selections and appointments.
   - Clearly communicate the rationale behind each recommendation if required.

6) Selector Desired Skills and Attributes

1. **Refereeing Expertise:**
   - Demonstrated knowledge and understanding of the selection criteria and skills required for which referees are being selected.

2. **Judgment and Objectivity:**
   - Ability to make fair and impartial assessments of candidates based on established criteria.
   - Strong judgment skills to evaluate candidates' qualifications and suitability for the role.

3. **Communication Skills:**
   - Effective verbal and written communication skills to articulate thoughts clearly and provide constructive feedback.
   - Ability to facilitate discussions within the panel and convey recommendations to relevant stakeholders.

4. **Analytical Skills:**
   - Strong analytical abilities to critically evaluate referee applications, identify key strengths, and assess potential challenges.

5. **Team Collaboration:**
   - Ability to work collaboratively within a diverse panel, fostering an environment of open communication and mutual respect.

6. **Ethical Standards:**
   - Adherence to high ethical standards and commitment to maintaining confidentiality throughout the selection process.

7. **Attention to Detail:**
   - Thoroughness in reviewing candidate applications, ensuring accuracy, and paying attention to relevant details.

8. **Decision-Making Skills:**
   - Capacity to make well-informed decisions based on comprehensive assessments of candidate qualifications and panel discussions.

9. **Time Management:**
   - Effective time management skills to adhere to the established timeline for the selection process.

10. **Diversity and Inclusion Awareness:**
    - Sensitivity to diversity and inclusion considerations, ensuring a fair and equitable selection process for candidates from various backgrounds.

11. **Networking and Outreach:**
    - Ability to engage with relevant stakeholders and sources to identify potential candidates for the referee positions.

12. **Flexibility and Problem-Solving abilities:**
    - Willingness to problem solve and adapt to changing circumstances and adjust the selection process as needed.

7) Timeline

The Referee Selection Panel will adhere to the timelines set and communicated in reasonable timeframes by the National Officials Developer.

8) Confidentiality

All panel members must maintain strict confidentiality regarding candidate information, discussions, and selection outcomes.

9) Reporting

The panel will provide regular updates on the progress of the selection process to National Officials Developer.

10) Role Requirements

- Up to six online meetings up to a duration of three hours
- Support as agreed with the Panel Chair and/or National Officials Developer
- Other communication relating to the functions of the Panel
- Selectors will receive an honorarium of $1,000 per annum in recognition of their contribution to BBNZ.
- BBNZ will cover any expenses related to agreed Panel activities.