

The Referee In Chief shall:

- i) Ensure there are enough referees in place to officiate all games;
- ii) Liaison with the Ice-Time Director and Treasurer to estimate fees for the upcoming
- iii) year;
- iv) Ensure refereeing complaints are addressed and solved in a timely fashion;
- v) Recruit, train, monitor and evaluate performance of referees;
- vi) Schedule referees maintaining accurate records for payment;
- vii) Supervise the Chief Timekeeper in the carrying out of the positions' duties.
- viii) Carry out other duties as assigned by the Board, Executive Committee, or the President.
- viii) Must possess a minimum Level 3 Certification.

The Chief Timekeeper shall:

- i) Recruit and train timekeepers as required annually.
- ii) Set up an accurate recording system covering disbursements relating to timekeepers for delivery to the Treasurer.
- iii) Schedule all timekeeping requirements for the Club.
- iv) Supervise and keep records on an ongoing basis of the performance of all timekeepers.
- v) Liaise with the Ice-Time Director to ensure all timekeeping requirements are met.
- vi) Report to the Chief referee concerning timekeeping procedures and performance.
- vii) Present annually or as requested a report concerning performance of all timekeepers with recommendations for retention or removal of timekeepers to the Board.
- viii) Carry out other duties as assigned by the Board, Executive Committee, or the President.

The Tournament Coordinator shall:

- i) Receive tournament registrations
- ii) Contact and communicate with all the attending teams
- iii) Coordinate with team managers
- iv) Coordinate with Ways and Means Director for lottery license
- v) Coordinate with Sponsorship/Awards Director to prepare tournament programs, trophies, and awards
- vi) Prepare tournament schedule
- vii) Contact Referee in Chief to have referees scheduled
- viii) Contact Head Timekeeper to have time keepers scheduled
- ix) Work with Ice-Time Director for scheduling ice times

- x) Prepare tournament rules
- xi) Be present at the tournament and act as the arbiter
- xii) Ensure all paperwork is forwarded to the OMHA pre and post tournament
- xiii) Perform any other act or duty that may be necessary for the running of the tournaments