

## Oman Rugby Volunteer Job Descriptions

Oman Rugby is excited to introduce four new volunteer roles aimed at promoting the growth and development of rugby across the Sultanate of Oman. These positions are designed to support the community, improve engagement, and develop rugby at all levels. We invite passionate individuals to join us and contribute to the growth of the game. The roles will cover all variations of the game including Touch, T1, 7s, 15s. These roles are aimed at developing rugby in all forms across the Sultanate of Oman and individuals should ensure that this is always the key driver, no matter which variation they are involved in.

All roles are voluntary, flexible, and designed to fit alongside work and personal commitments, with an estimated **5–10 hours per month**, increasing around key events.

Role Title	Primary Focus	Who This Role Supports	Key Objective	Time Commitment
Referee Co-ordinator	Referee management & development	Match officials & referees	To coordinate and grow the referee community, ensure match/event coverage, and support ongoing referee development	~5–10 hrs/month
Coaches Co-ordinator	Coach development & collaboration	Coaches across all formats	To strengthen the coaching network through communication, CPD, and knowledge sharing	~5–10 hrs/month
Women's Co-ordinator	Women's rugby growth & engagement	Female players, coaches & volunteers	To increase participation and representation in women's rugby and act as the key link between the women's community and Oman Rugby	~5–10 hrs/month
Rugby Club Consortium Lead	Club collaboration & alignment	All registered rugby clubs	To unite clubs as a collaborative think tank that supports sustainable growth of the game	~10-15 hrs/month
FAIR Co-ordinator	Player welfare & first aid coverage	FAIR-trained volunteers & events	To manage and coordinate First Aid in Rugby volunteers and support safe delivery of rugby activities	~5–10 hrs/month

### **What All Roles Have in Common**

- Volunteer positions (unpaid)
- Flexible and community-focused
- Based in Oman and connected to the local rugby ecosystem
- Supported by Oman Rugby and the Training & Education team
- Collaboratively shaped – volunteers help refine SOPs and role structure
- Focused on growth, safety, and sustainability of rugby in Oman

### **Support & Training (All Roles)**

- Induction and ongoing support from Oman Rugby
- Access to relevant training, CPD opportunities, and resources
- Clear points of contact within the governing body
- Flexibility to adapt the role to suit both the individual and community needs

### **Who Should Apply**

These roles are ideal for individuals who:

- Are already involved in rugby (players, coaches, referees, volunteers, administrators)
- Are passionate about growing rugby in Oman
- Want to contribute meaningfully without full-time commitment
- Enjoy working collaboratively within a community environment
- Confident using basic digital tools (email, messaging apps, spreadsheets).

## Referee Co-ordinator

### Purpose of the Role

The Referee Co-ordinator will support the growth and development of the referee community in Oman. Acting as the primary liaison between Oman Rugby and referees, this role will ensure match/event coverage and promote continuous learning and development opportunities for referees.

### Key Responsibilities

- Manage a database of qualified referees in Oman.
- Liaise with referees to confirm availability for matches and events.
- Identify knowledge gaps and areas for development within the referee community.
- Collaborate with the Oman Rugby Training & Education team to organize CPD courses and training opportunities.
- Lead the Oman Rugby Referees Society.
- Encourage the recruitment and development of new referees.

### Skills/Experience Required

- Involvement in the rugby community (refereeing experience is a plus).
- Strong organizational and communication skills.
- Ability to work collaboratively with diverse groups.
- A passion for promoting rugby in Oman.
- Confident using basic digital tools (email, messaging apps, spreadsheets).

### Time Commitment

- Approximately 5-10 hours per month, with additional time required around any events.

### Support & Training

- Support and guidance will be provided by Oman Rugby and the Training & Education team.
- Opportunities to attend and support referee education, CPD courses, and workshops.
- Access to Oman Rugby systems, contacts, and administrative support where required.
- The role structure and SOPs will be developed collaboratively to ensure it is effective, realistic, and manageable alongside personal commitments.

### Key Objective of Role

To support the growth, coordination, and development of referees in Oman, ensuring appropriate coverage for matches and events while building a strong, connected, and well-supported referee community.

## Coaches Co-ordinator

### Purpose of the Role

The Coaches Co-ordinator will act as the primary liaison between Oman Rugby and the coaching community. This role aims to support the professional development of aspiring, new and existing coaches by encouraging knowledge-sharing and organizing CPD opportunities and encouraging the growth of the role around Oman.

### Key Responsibilities

- Manage a database of qualified coaches in Oman.
- Liaise with coaches to share ideas and best practices for training sessions.
- Identify gaps in coaching knowledge and promote relevant training through the Oman Rugby Training & Education team.
- Organize CPD courses and other development opportunities for coaches.
- Lead the Oman Rugby Coaches Society.
- Promote the recruitment and development of new coaches.

### Skills/Experience Required

- Experience in coaching or involvement in rugby development.
- Strong communication and interpersonal skills.
- A collaborative approach to problem-solving.
- Passion for supporting rugby growth in Oman.
- Confident using basic digital tools (email, messaging apps, spreadsheets).

### Time Commitment

- Approximately 5-10 hours per month, with additional time required for any events.

### Support & Training

- Ongoing support from Oman Rugby and the Training & Education team.
- Access to coaching resources, CPD opportunities, and development workshops.
- Assistance in setting up and running the Oman Rugby Coaches Society.
- The role will be shaped collaboratively to balance impact with realistic time commitments.

### Key Objective of Role

To strengthen the coaching community in Oman by improving communication, knowledge-sharing, and access to development opportunities, supporting the long-term growth and quality of rugby coaching across the Sultanate.

## Women's Co-ordinator

### Purpose of the Role

The Women's Co-ordinator will be responsible for promoting and supporting the growth of women's rugby in Oman. This role will serve as the primary point of contact between Oman Rugby and the women's rugby community, helping to increase participation and engagement.

### Key Responsibilities

- Act as the main liaison between Oman Rugby and the women's rugby community.
- Promote women's rugby through outreach and engagement initiatives.
- Support the recruitment and retention of women players, coaches, and referees.
- Collaborate with clubs and schools to encourage participation in women's rugby.
- Identify barriers to participation and propose solutions to increase involvement.

### Skills/Experience Required

- Knowledge of or involvement in rugby (playing or coaching experience is a plus).
- Strong communication and advocacy skills.
- Passion for promoting women's sports and inclusivity.
- Ability to work collaboratively with various stakeholders.
- Confident using basic digital tools (email, messaging apps, spreadsheets).

### Time Commitment

- Approximately 5-10 hours per month, with additional time required for any events.

### Support & Training

- Support from Oman Rugby leadership and development staff.
- Access to participation and development resources specific to the women's game.
- Opportunities to contribute to women's rugby initiatives, events, and programs.
- Flexibility to shape the role and SOPs in a way that best serves the women's rugby community.

### Key Objective of Role

To support and grow women's rugby in Oman by increasing participation, improving communication, and ensuring the women's community has a clear voice and strong connection to Oman Rugby.

## **Rugby Club Consortium Lead**

### **Purpose of the Role**

The Rugby Club Consortium Lead will head the Oman Rugby Club Consortium, a collaborative group of rugby clubs across Oman. The Lead will work to ensure clubs are aligned with Oman Rugby's goals and administration to support the safe and inclusive growth of the game in the country together.

### **Key Responsibilities**

- Facilitate collaboration between rugby clubs in Oman to support the growth of rugby.
- Act as the main point of contact between Oman Rugby and the clubs.
- Organise and chair regular meetings of the Oman Rugby Club Consortium.
- Identify common challenges faced by clubs and propose solutions to address them.
- Support clubs in developing initiatives to grow participation and improve player experiences.
- Ensure the administration and governance of clubs is to the required standards to ensure the best for the club and the game.

### **Skills/Experience Required**

- Involvement in the rugby community (club management or committee experience is a plus).
- Strong leadership and communication skills.
- Ability to build relationships and foster collaboration.
- A passion for growing rugby in Oman.
- Confident using basic digital tools (email, messaging apps, spreadsheets).

### **Time Commitment**

- Approximately 5-10 hours per month, with additional time required for major events and meetings.

### **Support & Training**

- Support from Oman Rugby to facilitate meetings, communication, and coordination.
- Access to governance, development, and planning resources.
- Assistance in establishing and operating the Oman Rugby Club Consortium.
- Collaborative development of the role structure and SOPs to ensure it remains practical and value-driven.

### **Key Objective of Role**

To bring rugby clubs together as a unified and collaborative group, supporting Oman Rugby through shared insight, problem-solving, and collective action to grow the game sustainably across the country.

## FAIR Co-ordinator (First Aid in Rugby)

### Purpose of the Role

The FAIR Co-ordinator will support player welfare and safety across all rugby activity in the Sultanate of Oman by managing and coordinating the network of First Aid in Rugby (FAIR) trained volunteers. This role acts as the key point of contact between Oman Rugby and the medical/first aid volunteer community, ensuring appropriate coverage, communication, and ongoing development.

### Key Responsibilities

- Maintain an up-to-date register/database of all FAIR-trained volunteers in Oman.
- Act as the primary point of contact between Oman Rugby and FAIR-qualified first aiders.
- Liaise with FAIR volunteers to confirm availability for matches, tournaments, and events.
- Support event planning by helping ensure appropriate first aid cover is in place.
- Identify gaps in FAIR coverage across competitions, regions, or age groups.
- Work with the Oman Rugby Training & Education team to request, promote, and support FAIR courses and refresher training.
- Support the recruitment of new FAIR volunteers where required.
- Assist with communication of player welfare, first aid, and emergency-related updates to the volunteer group.

### Skills / Experience Required

- Involvement in rugby in Oman (player, coach, referee, volunteer, or administrator).
- FAIR qualification (or willingness to complete FAIR training to undertake role).
- Strong organisational and communication skills.
- Ability to coordinate volunteers and manage availability.
- Commitment to player welfare and safety.
- Confident using basic digital tools (email, messaging apps, spreadsheets).

### Time Commitment

- Approximately **5–10 hours per month**, with increased involvement around competitions and major events.

### Support & Training

- Training and ongoing support will be provided through Oman Rugby.
- The role is collaborative, and the structure and SOPs will be developed jointly with Oman Rugby to ensure it is effective without being overly time-consuming.

### Key Objective of Role

To support the safe growth of rugby in Oman by ensuring strong coordination, communication, and development of First Aid in Rugby volunteers across all formats of the game.