Judo Federation of Australia Inc.
ABN 58 406 097 608
www.ausjudo.com.au
+61 2 6214 1111

AIS Combat Centre
PO Box 176 Belconnen ACT 2616
Leverrier Crescent Bruce ACT

Special Needs Committee

Committee Type: Operational
Responsible to: Chief Executive Officer
Number of Members: Three

Core Purpose:
To strive to provide a meaningful judo program delivered within a supportive environment to enable people with a disability or special need to actively participate and develop their self-confidence.

Scope of Responsibilities:
Policy & Program Development
- Identify the scope of the JFA Special Needs Judo Program and its key inclusions.
- Develop policies appropriate to the special needs environment which align to JFA policies and procedures and are supportive to the JFA Special Needs Judo Program.

Education
- To act as a resource for coaches, referees and officials to enhance their knowledge to accommodate and support special needs players.
- Develop policies, guidelines and technical references for referees to maximise their ability to officiate special needs judo in a safe and fair manner.
- Develop workshops/forums to educate coaches and provide guidelines and resources to enable them to incorporate a special needs component to Club activities and training.
- Create and maintain a record of qualified accredited Special Needs coaches and referees.

Competitions
- In liaison with event organisers, referees, coaches and medical professionals, ensure JFA sanctioned special needs events are conducted in accordance with the JFA regulations.
- In liaison with event organisers and the applicable JFA Committee, prepare, co-ordinate and deliver relevant pre-competition briefings.

Additional Responsibilities for Committee Chair:
- Schedule quarterly meetings (by Skype or tele-conference).
- Chair the quarterly meeting and keeping notes of the meeting and agreed outcomes.
- Co-ordinate workflow .
- Be the key conduit for communicating decisions and, where necessary, reasoning to support decisions to the CEO.
- Submit quarterly written report to the CEO summarising activities.
- Prepare a written report for the JFA Annual Report.
- Be the Committee representative at JFA meetings.

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Commitment Requirement:
On average, it is anticipated members will need to dedicate 1-2 hours a fortnight to this committee. In addition to a quarterly meeting, this will involve emails, conference calls and the occasional face-to-face meeting (at a State or National competition).

Committee members may also decide to attend meetings with external groups such as a Special Olympic Local Committee or Special Needs support group to build and maintain subject matter expertise.

Knowledge/Expertise Requirements:
- Practical experience working in a special needs environment.
- A working knowledge of current best practice in special needs judo.
- A working knowledge of IJF, OJU and JFA policies as they relate to the JFA Special Needs Judo Program.
- An understanding of the JFA policies and procedures including the Code of Conduct and Member Protection.
- An understanding of the work undertaken by other, related groups such as the Australian Paralympic Committee, Special Olympics and Deaflympics.
- Ability to interpret information and make sound decisions in line with policy.
- Ability to write clearly and succinctly in the context of policy development and report writing.
- An appreciation for the sensitivity required to operate within a special needs environment and the ability to diplomatically manage the sometimes competing objectives.
- The ability to recognise when external advice is needed (for example, a medical opinion) and to seek this advice in an appropriate and timely manner.