



FOOTBALL
QUEENSLAND

MATCH DAY COACHING MANAGEMENT FRAMEWORK

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Football Queensland Coaching Principles

Football Queensland Referees Department seeks to standardise throughout the state the coaching that referees receive from our Match Day Coaching cohort.

To help develop a global DNA of what a Queensland Match Official is, Football Queensland match officials should be coached and focussed on the following four pillars of development.

1. Positivity – *“Be brave, be courageous, make a positive decision”*. We want all Match Officials to recognise that braveness and courage present themselves differently in everyone but every decision a referee makes is a positive one.
2. Excellence – we want all Match Officials to comprehend that striving for their own version of excellence is to be celebrated and is more important than the pursuit of perfection.
3. Growth – we want all Match Officials to strive for growth, which will aid resilience and help Match Officials flourish in a positive learning environment.
4. Safety – at all times Match Officials should feel safe in their learning and development journeys which lead to optimal results.



Football Queensland believes that every referee has something to offer the game, and we should always seek to encourage referees to strive towards these four pillars of coaching in all endeavours relating to their refereeing experiences.

Football Australia Refereeing Principles

Alongside the Football Queensland Coaching Principles, we also uphold the Football Australia Refereeing Principles of:



Pre-Report Writing Checklist

As a Match Day Coach and in order to complete your report you will need the following information from the Match Officials you are coaching:

- ✓ Match Official Name(s)
- ✓ Match Official Email Address(es)
- ✓ Referee Age(s)

Please gather this information from the referees before leaving the ground.

Types of Report

Football Queensland has a number of reports that Match Day Coaches need to use depending on the level of the match official they are coaching.

- RPL SFMO & JFMO Field Test
- Statewide Junior Coaching Report & Statewide Senior Coaching Report
- Advanced League Coaching Report
- Select Report

There is some cross over between reports however it is important to use the correct report for the referee you are coaching.

How To Use This Framework

As part of our Referee Strategy for 2024-2026, we aim to make Match Day Coaching a more unified effort. Our goal is to help develop the skills and confidence of referees at all levels by providing consistent and clear feedback that aligns with Football Australia's guidelines. This way, we can move officials through the Referee Pathway in a more structured and effective way.

To achieve this, it's crucial that all Match Day Coaches use this framework as their guide. We need to ensure that referees receive consistent advice, which prevents confusion and keeps their confidence high. Mixed or conflicting feedback can undermine a referee's match control and their belief in their abilities.

Key Goals for Match Day Coaches:

- Always aim to boost the referee's confidence.
- Keep feedback clear and constructive, focusing on no more than three main points.
- Make sure the feedback can be immediately applied to improve their performance.
- Tailor the feedback to the referee's age, experience, and level of football knowledge.
- Ensure the feedback aligns with current guidelines, and avoid personal opinions or outdated methods.
- Focus on helping the referee develop processes that will lead to better results next time.
- Use positive and forward-thinking language. Instead of saying "wrong" or "incorrect," say "work on" or "development point."

How to Provide Effective Feedback:

- Let the referee guide the feedback conversation. Ask them:
 1. What three things made you feel confident during the game?
 2. What three things made you feel less confident?

This helps the referee reflect on their own performance and decide where they need the most help, leading to more meaningful feedback.

Remember, as a Match Day Coach, your role is to support the referee in that moment. Your goal is to make them feel more confident, resilient, and inspired for their next match.

Refereeing can be overwhelming, and it's our job to help ease that pressure. We're not trying to make every referee the next FIFA official. Instead, we focus on meeting referees where they are right now, supporting their development, and keeping them in the game.

By providing the right support at the right time, we'll help referees grow, stay motivated, and continue progressing through the pathway.

Management of Appointments as a Match Day Coach

The management of Advanced League Match Day Coaching appointments is managed by the Referee Development Team.

The management of Community Match Day Coaching is managed between the Customer Service Referee Appointments Team and Regional Referee Support.

As a Match Day Coach, you will be inevitably the last person added to a fixture, as we need to make sure that Referees are confirmed, before we can disseminate our Match Day Coaching Resources out where the need is required.

Therefore in order to make sure that you are getting appointments as a Match Day Coach please follow this process:

1. On a Monday, please email appointments@footballqueensland.com.au
2. In your email outline the following:
 - a. The dates your Match Day Coaching Availability is for that week.
 - b. The times upon which you are willing to Match Day Coach.
 - c. Explicitly, which grounds you are happy to travel to (list 3 or 4) for the day(s) you are requesting.

From there, we will assign your Match Day Coaching roles to referees who require Coaching.

Please also note that you will not be paid if your reports are not submitted.

Failure to submit a report will also stop you from getting any further appointments as a Match Day Coach until you are up to date.

Report Competencies

Each report splits a game into a number of competencies which you will be coaching the referee on to aid their development.

Each competency is broken down into the following three outcomes:

1. Developing – is the referee still developing their skill in this area.
2. Expected – is the referee demonstrating skill to an expected standard for their age, experience and competition level.
3. Advanced – is the referee demonstrating skill to an advanced standard for their age, experience and competition level.

Match Management

This is broken down into 5 key areas:

Referee Game Plan (10%)

- Has the Match Official prepared their team well enough for the game?
 - Warm-up
 - Pre-match instructions
- Has the Match kicked off on time?
- Has the Match Official been surprised by the level of the game?

Flow of Match and Time Management (20%)

- Has the Match Official used "advantage" effectively during the match?
- Has the Match Official looked to allow play to flow where possible?
 - Pro-active body language and verbal communication
- Has the Match Official managed stoppages correctly?
 - Pro-active awareness of time wasting
- Does the Match Official take their time to ensure correct decisions are made?

Game Empathy (20%)

- Has the Match Official allowed for the passion of football, but correctly and consistently shown balance between this and dissent?
- Has the Match Official shown empathy communicating with players?
- Has the Match Official applied correct Injury Management processes?
- Does the Match Official appear actively engaged during the match?
 - Body language
 - Smiling
 - Keeping up with play

Decision Making & Control (35%)

- Has the Match Official made decisions in the spirit of the game when required?
- Has the Match Official shown a level of understanding between balancing football expectation and the Laws of the Game?



- Referee maintains a strong and consistent approach to managing players and heated situations
- Dealing with verbal confrontation with players and/or technical area
 - Dealing with Dissent correctly
 - Dealing with player/s Frustration correctly
 - Dealing with technical area/s correctly
- Has the match official identified the importance of changing their approach to match the level of game

Teamwork/Communication (15%)

- Has the Match Official taken the right moments to engage with their Assistant Referees to aid their control of the match?
- Has the Match Official been consistent with how they communicate and support their Assistant Referees throughout the match?
- Has the Match Official worked well with players and coaches and shown pro-active communication towards them which helped with their match control?
- Had the Match Official exercised conflict resolution and active player management controls to help bring the game to a safe conclusion?

Positioning, Movement & Reading

This is broken down into 3 key areas:

Anticipation (30%)

- Has the Match Official shown an awareness of how play will develop, adapting their positioning to increase their decision-making credibility?
- Has the Match Official been pro-active in calming down tense situations which has aided their Match Control?
- Has the Match Official taken evasive action to prevent a situation from getting out of hand?

- Has the Match Official taken up advantageous positions at set pieces to aid their ability to see what will happen next?
- Had the Match Official shown awareness of their position in terms of playing area?

Dynamic Movement (30%)

- Has the Match Official constantly adapted their positioning throughout the game in line with the development of play?
- Has the Match Official demonstrated varying speeds in line with how play has developed?
- Has the Match Official shown awareness of how different positions on the field of play are more advantageous at varying times?
- Has the Match Official used a full range of movement (side stepping, backwards running etc) to make sure their physical presence has no impact on the flow of the game?
- Has the Match Official used advantageous positioning in and around the Penalty Area to aid the credibility of decisions within that part of the field of play?

Strategic Positioning (30%)

- At all times is the Match Official working as hard as they can to ensure that they remain credible based on where they are situated on the field of play?
- Has the Match Official adapted their set piece positioning by reading and anticipating play?
- Is the Match Official taking up positions which allows them to work with their Assistant Referees in a positive manner?

Penalty Area Movement (10%)

- Is the Match Official working hard to remain credible in the penalty area, without blocking play?
- Is the Match Official correctly identifying when to press into the penalty area?
- Is the Match Official working towards getting behind a shot at goal when handball might be a possible decision?
- Is the Match Official moving in and around the penalty area at attacking free kicks
- Is the Match Official moving in and around the penalty area at corners so that they can remain alert to the Drop Zone?

Strengths & Improvements

Select at least one area that the match official(s) demonstrated strength in, and at least one area the match officials(s) can improve on – which will provide the foundation of your de-brief to the Match Officials.

These points will need justifying in an understandable way.

It is of great importance that feedback is appropriate for the audience it is intended for.

Talent Identification

As part of Football Queensland Referee Pathway and to lay the groundwork for future cohorts of FQREFS Academy Members we have integrated a Talent Identification Pathway.

This pathway is for referees who show a practical and applicable understanding above and beyond their peers of the four Football Australia Principles.

These are:

1. **Competencies:** What is the referee capable of as a Match Official at this moment in time?
2. **Capabillties:** What potential is the referee showing for the future?
3. **Chemistry:** What additional value is the referee adding to their team?
4. **Character:** What values does the referee have which separates them from their peers?

Junior Football Match Official Field Test

These are used for first year referees and are an important part of their accreditation process. It is important to remember the following features when you are gathering a report:

- The inexperience of the Match Official being coached
- The fact this might be their first interaction with a Football Queensland Mentor
- We are looking for abilities and strengths in the Match Officials
- We are looking to increase confidence of Match Officials
- We want to pass on fast actionable and practical advice to help confidence increase as fast as possible

The report itself is a "tick and flick" mechanism on the basics of refereeing, which is designed to allow the Match Official to demonstrate they have the core basic skills needed to control a game.

Select Reports

These are reports performed on Match Officials when the Match Day Coach is also operating as an Assistant Referee, and no Match Day Coach has been appointed on FQPL fixtures only.

Due to the nature of how the report is acquired, they are far less comprehensive and are designed to focus the Match Day Coach on trying to identify one aspect of the match officials performance, whether developing, expected or advanced.

If you would like to perform a Select Report on one of your matches as an Assistant Referee, please email appointments@footballqueensland.com.au informing us that you are able to perform a Select Report, and we will let you know if we need that report .

If you do not have a positive response from us, no report is required.

Advanced League Coaching Reports

The main difference between an Advanced League Coaching Report and other reports is the introduction of Key Match Incidents and more in depth reporting for the roles of the Assistant Referees.

Key Match Incidents

We have identified the following KMLs which need to be reported on:

- Reckless Tackle
- Serious Foul Play
- Violent Conduct
- Handball:
 - Inside Penalty Area – Deliberate vs Non-Deliberate identification
 - Natural vs un-natural understanding

- Stopping a Promising Attack
- Denying an obvious goal scoring opportunity
- Management and justification of Foul and Abusive Language
- Penalty area decision making – Penalty given vs Penalty not given

We also ask for a judgement on whether the decision was correct – this judgement is only visible to Football Queensland.

When providing feedback to the Match Officials in relation to these decisions it is important that we frame the feedback in the following manner:

- Identify the facts agreed upon by all parties
- Outline the correct course of action through Law
- Does the Match Official, outline reasonable considerations to the action they did/did not take
- Provide development around the management of the Match Officials process to improve the decision or keep the decision consistent for the future

Assistant Referee Reporting

Offside Judgement and Interpretation

One of the key areas of an Assistant Referees role is that of Offside Judgement. It is important that as a Match Day Coach you identify and provide feedback with all offside decisions.

On Field Decision

- Has the Match Official correctly identified an offside/no offside decision?
- Has the Match Official interpreted the offside decision correctly?
- Has the Match Official applied “wait and see” correctly when judging offside?

Match Management Summary

This is broken into four key areas:

Signalling and Technique (35%)

- Does the Match Official show confident and engaged body language for the duration of the match?
- Does the Match Official show confidence in the way they use their flag?
- Does the Match Official show accurate judgement in the speed of their decision signalling?
- Does the Match Official prepare correctly for the execution of their signal when reading the game?
- Does the Match Official show awareness of the flash lag effect? This relates to the understanding that a moving player may be perceived as more advanced than their actual position when judging offside.

Attacking Phase (30%)

- Does the Match Official recognise early enough when an attacking phase is about to begin?
- Does the Match Official communicate tight or difficult offside decisions to the referee?
- Does the Match Official, in a tight decision, give the benefit of doubt to the attacking team?

Control (20%)

- Does the Match Official stay within their area of credibility when providing assistance?
- Does the Match Official present as calm and collected when making decisions?
- Does the Match Official use other techniques to help the Referee keep match control?
- Does the Match Officials decision help or hinder the overall control of the match?

Teamwork/Communication (15%)

- Does the Match Official pro-actively listen to the pre-match briefing?
- Does the Match Official execute the instructions in the pre-match briefing?
- Does the Match Official use varied communication techniques to aid match control?
- Is the Match Official actively interested, when inactive as an Assistant Referee, in the success of the overall team?
- Does the Match Official use their presence wisely throughout a match?

Positioning, Movement & Reading

This is broken into three key areas:

Anticipation (30%)

- Does the Match Official show awareness of how play will develop and prepare their movements accordingly?
- Does the Match Official show proactive communication to aid the flow of the match?
- Does the Match Official move in line with the progression of play to aid positive decision making?
- Does the Match Official use their physical presence to help aid match control either with players or technical areas?
- Does the Match Official help advise the referee, before the final decision is agreed upon?

Dynamic Movement (30%)

- Does the Match Official show varying speeds of movement in line with play?
- Does the Match Official use side-stepping and sprinting appropriately to aid the flow of the match?
- Is the Match Official positioned in a place where players would expect them to be to aid the flow of the match?
- Does the Match Official make decisions in movement or in stillness?
- Does the Match Official turn their head towards the field of play as they sprint down the line?

Strategic Positioning (16%)

- Does the Match Official react correctly to changes in set piece execution from the players?
- Is the Match Official at the correct position for set pieces?
- Does the Match Official accelerate to the corner flag when appropriate?
- Does the Match Official
- Does the Match Official position themselves on the halfway line when appropriate?

Offside Alignment (24%)

- Does the Match Official demonstrate agility when tracking the defensive line for an offside decision?

- Does the Match Official use a combination of side stepping and sprinting appropriate to the speed of the attack?
- Does the Match Official show explosive speed when an attack is developing?
- Is the Match Official better prepared for offside by making themselves alert to the kick point of an attack?

New Reporting System

We have implemented a new reporting system for all Match Day Coaches. This seeks to support what has been outlined in this framework.

You can find the forms here:

MATCH DAY COACHING REPORT FORMS

Statewide Field Test Report (Junior and Senior RPL) is to be used for First Year JFMO's and RPL SFMO's.

Statewide Match Day Coaching Report & Select Reports (Junior and Senior) is to be used for:

- First Year Match Officials who have passed their JFMO Field Test.
- All Senior Match Officials.
- All Match Officials upgrading from JFMO to SFMO, and SFMO to Emerging Match Official.

NPL/FQPL 1-2 Advanced Leagues Referee Report is to be used for all Match Official Reports FQPL2W and above.

Statewide Match Day Coaching Select Report (Senior) is to be used where a Match Day Coach is appointed as a Match Official to an FQPL fixture as an Assistant Referee, and wishes to submit a Report on the Senior Referee. This still need to be appointed by Football Queensland.

If you have completed a report on a Match Official, and your report puts forward the case for the Match Official to be refereeing at a higher level of match than they were appointed to, please email appointments@footballqueensland.com.au with a copy of your report attached, so that we can review the suggestion.

Please remember, that all recommendations must be in line with the FQ Appointments Manual, which can be found here: <https://footballqueensland.com.au/wp-content/uploads/2025/03/Football-Queensland-Appointments-Manual-for-Match-Officials-2025.pdf>

Moreover, we can only send each report to the Referee and Assistant Referee(s). Therefore, if you justifiably need a copy of the report you have written, please email the FQ Referee Department, and we will get the reports to you. In situations where you are not writing a report for a team of three Match Officials, the report you have written should be emailed to you.

In Summary

It is important that all Match Officials receive a similar experience in their coaching to allow for the evolution of our collective DNA as Match Officials.

Our coaching therefore has to be underpinned with the values of positivity, excellence, growth and safety.

As such, all interactions with Football Queensland, both practical and theoretical need to always be focussed on the development of a referee.

Every moment is an opportunity to learn to make a positive decision.