



Hills Rangers Football Club Coaching Selection Process & Club Coaching Policy

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1. COACHING SELECTION PROCESS

- All Hill Rangers Football Club coaching positions are declared vacant at the cessation of each season.
- All coaching positions will be appointed at the discretion of the Hills Rangers Football Club Executive committee.
- An advertisement for Expressions of Interest (EOI) will be placed on the club's website and at the Clubs AGM. It will also be distributed via email and app to the club's player/parent/coach contact list at the end of each season.
- The Executive management committee will have the discretion to seek additional candidates by whatever means it sees fit including wider advertising in local papers, following up other recommendations etc in order to seek suitable applicants.
- A Coaching selection sub-committee will consist of the Executive committee to interview all candidates and make recommendations to the committee for ratification.
- Where a conflict of interest arises any member of the subcommittee can be substituted with another member of the management committee as required, whom shall be independent.
- All applicants will be required to submit a written Expressions of Interest, to club secretary.
- The Expression of Interest will include as a minimum the following information:
 - Name, and contact details of the Applicant.
 - Nominate the team that the Applicant wishes to coach.
 - Coaching experience.
 - Qualifications / Accreditation held.
 - Working with Children clearance, if required where applicable.
- All applicants will be subject to an interview regardless of whether they are the only applicant. As part of this process, it is a requirement that all applicants sign the Hills Rangers Football Club, Club Coaching Policy. The Code of Conduct and commit to follow the club's policies, coaching and philosophies. The Hills Rangers Football Club, Club Coaching Policy and Code of Conduct can be located on the club website, or from the Club secretary.
- It is expected that all coaches appoint an assistant coach(s) who may be subject to the same interview process. Wherever possible, the coach and assistant coach(s) will be interviewed at the same time. Where a coach doesn't appoint an assistant, the club will make this appointment.
- The coaching application, and when an interview is required, the presentation during the interview and response to questions from the coaching selection sub-committee will be used as the basis for evaluation of coaching applicants.
- Applicants whom were the encumbered in the team, will receive preference on reappointment.
- All Coaching appointments will be confirmed in writing by the club secretary.
- In normal circumstances appointments for Years 8 to 12 will be made by the end of November of the preceding year; appointments for Year 7 will be made as early as practicable. It is expected that all appointments will be finalised prior to Registration day.
- All coaches and assistant coaches must attain minimum Level 1 Youth Football coaching accreditation.
- The Hills Rangers Football Club will sponsor all coaches to attend training to attain these qualifications.

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- The Hills Rangers Football Club will also encourage any coach to obtain their Level 2 accreditation where it is deemed appropriate.
- All coaches, trainers and team officials are required to obtain a Working with Children check, where required.

2. COACHING POLICY

The purpose of this document is to formalise the fundamental policy of the Hills Rangers Football Club in regards to the appointment of coaches and assistant coaches.

The understanding and acceptance of this coaching policy will form part of the selection process for all coaching staff.

This policy is designed to outline the expectations the club has of the coach and how the coach executes his role/duties; this includes management of the players within the team.

3. Coaching Appointments

At the end of each season all coaching positions for every team are declared vacant and expressions of interest to coach specific teams are called for.

Existing coaches are encouraged to re-apply for teams they have coached previously.

The Club will actively seek nominations for coaching positions toward the end of each season either formally or informally.

The club will advertise for Expressions of Interest (EOI) via the club's website and at the Clubs AGM. It will also be distributed via email and app to the club's player/parent/coach contact list at the end of each season.

Expressions of interest are to be submitted to the Club Secretary.

Coaching appointments will be made by the Executive Committee.

The Club supports the concept of an Assistant Coach or Assistant Coaches.

The Executive Committee reserves the right to terminate the coach or any staff under the control of the coach without notice if there is a fundamental breach of any Club Polices or behaviour that is demonstrated outside of the Club Values.

4. Qualifications

It is a requirement that all coaches achieve or have enrolled to complete the required Level 1 Youth AFL Coaching Qualification for that age group prior to Round 1.

The Hills Rangers Football Club will reimburse the cost incurred for coaches gaining the Level I coaching accreditations.

The club encourages coaches to also obtain their level 2 accreditation.

5. Security Clearances

It is also a requirement, where required that all coaches hold a valid Working with Children Check.

The Hills Rangers Football Club will reimburse the cost incurred for/by coaches in obtaining the WWCC.

6. Injury Prevention

A basic knowledge of first aid is considered desirable. A Coach should be able to identify an injury and direct treatment to a suitably qualified person.

Training techniques including warm up should be based around injury minimisation.

Checking the field for possible hazards prior to training or playing is imperative and the responsibility of the coach.

The Coach also needs to fully respect and accept the recommended rehabilitation process as determined by a qualified health professional.

7. Coaching Expectations

7.1. *Coach*

Objective

- To provide the highest standard of coaching and skill development to the players of the appointed age group

Responsibilities

- Abide by and understand the terms and conditions of all Club Policies especially the Coaching Policy, Team Selection Policy and Club Code of Conduct.
- Coaching of any team **MUST** be in line with the club's core values. Skill development of every child on the list is the primary objective of all coaches. At time this will require one-on-one training with the less skilful players to improve their skill so they can contribute to the team during the game.
- The desire to win should never override the priority of skill development and fair play. Participation should be emphasised.
- Winning should be the result of good coaching, not the main purpose of playing.
- Apply the Code of Conduct for coaching staff and players that supports the objectives of the Club on and off the field.
- Develop and establish an appropriate pre-season training program.
- Where practicable run all training sessions for the appointed age group
- Ensure that all players are receiving selection and game time in line with the Team Selection Policy and Coaching Policy.
- Instruct the players placed under their care generally and to see that all players carry out sufficient training.
- Liaise with other Year coaches to establish a consistent coaching policy throughout the Club.
- Assist with development outside the Club where possible or appropriate.
- Provide game day coaching expertise.
- Attend Club functions as agreed to

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- Provide Monthly update on the team performance throughout the season to the Committee meetings.
- Provide weekly game reports for inclusion in the Club newsletter.

Relationships

- Reports to the Coaching Coordinator

Accountability

- Accountable to the Club President and Committee

7.2. Assistant Coach

Objective

- To assist with the highest standard of coaching and development to the players of the appointed age group. Availability should be at least 70% of the sessions.

Responsibilities

- Abide by and understand the terms and conditions of all Club Policies especially the Coaching Policy and club Code of Conduct
- Apply the Code of Conduct for coaching staff and players that supports the objectives of the Club on and off the field.
- Be available to assist the Coach in developing and establishing an appropriate preseason training program.
- Being available for, assisting with and occasionally leading training throughout the preseason and season.
- Assist the Coach with game day coaching expertise.
- Liaise with and or assist the Coach to ensure that all players are receiving selection and game time in line with the Team Selection Policy and Coaching Policy.
- Occasionally assist with weekly game reports for inclusion in the Club newsletter as directed by the Coach when necessary.

Relationships

- Reports to the Coach

8. Coaching Philosophy

8.1. General Guidelines

The following skills and attributes are deemed to be preferable and will be considered in the selection of coaches:

1. The Coach should ideally be a skilled communicator, with the ability to relate to children, parents, opponents and officials.
2. The Coach as a representative of the Hills Rangers Football Club should always display a positive image and behaviour deemed appropriate for a junior sporting club.
3. The Coach should always:

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- Instil the highest desirable ideals and character traits into their players. A high level of sportsmanship and pride in representing the Hills Rangers Football Club should be a goal of all coaches and their support staff.
- Be confident, assertive, consistent, friendly, fair and competent.
- Be able to justify if necessary why things are being done in a certain manner.
- Seek assistance and advice when not sure of the Club policy.
- Be prepared and committed to self-improvement through performance reviews and ongoing education.

Coaches should continually strive to improve, maintain and achieve sound relationships with those with whom they must work. This includes: -

- Players.
- Club Administrators and officials.
- Umpires.
- Opponents and opposition coaches.
- Parents.

The Coach is responsible for the behaviour of team representatives such as team managers, runners, assistant coaches, medical person etc. Poor sportsmanship, foul language and inappropriate behaviour will not be tolerated, on or off the field by coaches, support staff, players or club officials.

8.2. **Players**

In dealing with team members the Coach should at all times consider the following points:

1. The Team Selection Policy must be followed at all times
2. Criticism should be constructive, not destructive, and players should never be humiliated or ridiculed.
3. Participation should be emphasised. Winning should be the result of good coaching, not the main purpose of playing.
4. Players should never be blamed for losing. Coaches may analyse individual weaknesses in a player's game and point these out in a constructive manner.
5. Specific player weaknesses should never be used as an excuse for losing. The coach should redesign his / her training program to strengthen these areas.
6. All players should be taught and treated as equals. Some players develop quicker than others and this should be addressed at training. The over use of "star" or talented players at the expense of "weaker" team players is likely to result in the failure to fully develop the skills of other team members.
7. The player should be dealt with as a person and not just a player. Coaches should understand the physiology and psychology of growing young players.

In relation to discipline the coach should endeavour to:

1. Establish a code of behaviour for the players at the first training session.
2. Explanation of the reasons for each rule and the penalties for breaching them should be emphasised to all team members.
3. Develop clear expectations regarding the following:

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- Attendance, punctuality, behaviour, sportsmanship and training standards
- Inform parents and administration of codes of behaviour and disciplinary measures that will be used. These should be appropriate to the age group being coached
- Take a firm, fair and consistent approach to discipline
- In dealing with unsatisfactory behaviour the focus should be on the breach of the rule and not the individual. Do not publicly insult, humiliate or embarrass the player personally. Discipline the individual for their poor behaviour, not the whole group. Do not over-use physical punishments, such as running laps, push-ups, etc.

8.3. Training

The Coach should consider the following points in relation to training of players:

1. Training times and the number of training sessions should be consistent with the ages of the players and in line with association norms.
2. Training sessions should only be conducted at authorised locations, unless otherwise directed or applied for and approved by the Hill Rangers Football Club.
3. Coaches should lead by example by teaching and practising, co-operation, good sportsmanship, self-discipline, respect for officials and opponents, and proper attitudes in language, dress and deportment.
4. The Coach should endeavour to be organised, not only for each session, but for the week, the month and the season.
5. Emphasis should be kept on development of the player, both in terms of skill and character. Skills training should be kept at a level consistent with the player's age and development. Players should never be expected to perform skills at a greater level than their physical or mental maturity.
6. Training should be based on 'How' and 'Why'. Coaches should explain why something is done in a certain way, and then demonstrate the correct way to do it.
7. The Coach should accept the responsibility of maintaining discipline throughout the training session.
8. Injuries should be treated promptly and to the best of their knowledge and ability.
9. It is expected that the Coach will endeavour to develop through training sessions the following qualities in the players:
 - Self-discipline
 - A desire to achieve goals
 - Dedication
 - Emotional control
 - Comradeship and teamwork
 - Self confidence
 - Self esteem
 - Self-initiative
 - Perseverance

8.4. Matches

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The Coach should consider the following points in relation to matches involving the team:

1. The Coach should ensure that all matches are played in the spirit of the game.
2. The desire to win should never override the priority of skill development and fair play.
3. The goal of each Coach should be to maximise participation and ensure equal playing time per game for all players regardless of ability
4. Respect for opposition- players, umpires and team officials should be emphasised at all times. Players not displaying these characteristics during a game should be dealt with promptly, so as to avoid further incidents occurring which may ultimately be detrimental to the player, the team or the Club.
5. Players that are "yellow" or "red" carded by umpires during a game should be counselled immediately by the Coach as to why their behaviour is deemed unacceptable. Acceptance of any penalty should be encouraged by all Coaching staff as being appropriate for the particular offence. Further dispute with umpires or officials by either players or coaches will not be tolerated in any circumstances. (suspension for 1 game is a minimum for the club)

9. Complaints and Disciplinary Procedures

It is expected that the Coach should be prepared to interact with parents and officials.

However, there may be occasions when players, parents or officials may consider there is a legitimate cause for complaint against a coach or a member of the coaching staff.

Internal complaints should be addressed first to the Team Manager for resolution.

The Team Manager will then advise the Coaching Coordinator, if required.

Complaints of a minor nature the Coaching Coordinator should then investigate and take the necessary steps deemed appropriate to achieve a satisfactory resolution for all parties, only after consultation with the Club President.

Matters of a more serious nature should be directed to the Hills Rangers Football Club President for consideration and action as deemed appropriate.

Complaints from external organisations, opposing clubs or others should be directed to the club President.

POSITION HELD: _____

NAME: _____ **DATE:** __ / __ / 20 __
(Print name) (Signature)