



STATE TEAM OFFICIALS POLICY

Adopted by NSW Netball Association Ltd Board Meeting on
31 July 2017

<i>Update</i>	<i>Comments</i>
15 July 2008	Version 1 effective.
23 April 2013	Version 2 adopted by the NNSW Board.
8 October 2013	Version 3 adopted by the NNSW Board.
31 July 2017	Version 4 adopted by the NNSW Board

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1. State Team Head Coach Roles

1.1 Selection Criteria

- Current financial member of Netball NSW
- Netball Australia Advanced Coaching Course Accreditation, as a minimum.
- Understands and role models the Netball NSW values.
- Able to build trust and respect.
- Effective leadership skills, can lead and delegate appropriate responsibility to the Assistant Coach, able to lead the team and team management demonstrating a high level of interpersonal and communication skills.
- Positive, confident and decisive.
- Highly developed planning and organisational skills.
- Can establish the team vision, values and performance culture and standards that fit within the goals of the Netball NSW Pathway program.
- Demonstrated talent identification and selecting ability.
- Demonstrated commitment to their professional development as a coach.
- Understands and complies with the relevant Netball NSW policies and processes.
- Ability to meet the duties, attendance and report requirements as per this policy.
- Can establish and maintain positive working relationships with, and is accessible to key stakeholders including the Assistant Coach, Netball NSW Pathways staff, Premier League/Metro League coaches and other management team personnel.
- Ensures that players and management understand the importance of ensuring all NSW representatives are considered role models, and that the brand and profile of the players, management, Team and Netball NSW are portrayed positively at all times.

1.2 Appointment Process

- State Head Coaching roles will be advertised and appointed prior to the appointment of assistant coaches, managers, physiotherapists and also prior to the selection process of representative teams.
- The Appointment Panel will be determined by Netball NSW, the Panel will be responsible for shortlisting, interviewing and appointing coaches.
- Interviews will be conducted for all Head Coach appointments by the Appointment Panel
- The term of the appointment may be either one (1) to two (2) years as determined by Netball NSW.
- In the case where the Head Coach withdraws more than eight (8) weeks from the commencement of the National Championships, a full application and appointment process may apply to select a suitable successor.
- Where the Head Coach withdraws within eight (8) weeks from the commencement of the National Championships, the Assistant Coach may be appointed to the position of Head Coach.

1.3 Duties

- State Team Head Coaches will participate as a member of the selection panel for their relevant team.
- Liaise with the State Pathways Manager and the Assistant Coach, to prepare the team campaign plan, including the program for player development and team preparation.
- With the assistance of the Management Team personnel, prepare and coach the State Team at National Championships
- Be willing and open to advice, feedback and support from the Assistant Coach to ensure the skills and attributes of the Assistant Coach are maximised.
- Liaise with the Team Manager regarding training requirements and all logistics associated with National Championships.
- Liaise with the State Pathways Manager regarding injuries, budget queries and any discipline issues.

- In consultation with the Assistant Coach, Team Manager and the State Pathways Manager, provide the names of the Captain and Vice-Captain to Netball NSW at least one (1) month prior to travelling to National Championships.

1.4 Attendance Requirements

- Meetings as determined by State Pathways Manager.
- Any professional development opportunities as agreed with the State Pathways Manager. (E.g. Coaches Forum, conferences).
- Selection trials as per the Pathway Selection Policy.
- Team induction.
- All squad/team training and education sessions.
- National Championships.
- Be available on at least two (2) occasions to deliver coach education activities. These are to be mutually agreed to in consultation with the State Pathways Manager.

1.5 Reports

State Head Coaches will be required to submit the following reports:

1. Campaign Plan – including the training program and schedule.
2. Campaign Review report to be submitted within fourteen (14) days after National Championships. The report will reference the Campaign Plan and will include a review of the:
 - Selection process
 - Program
 - Player and Team preparation and performance
 - Organisation
 - Administration
 - Communication
 - Individual report on each player, their on and off court performance and potential to progress
3. Head and Assistant Coaches will work together on the submission of the individual reports on each player, their on and off court performance and potential to progress.

2. State Team Assistant Coach Roles

2.1 Selection Criteria

- Current financial member of Netball NSW
- As a minimum, hold the Intermediate Coaching Accreditation, preference may be given to those applicant that have commenced their or hold a current Advanced Coaching Accreditation.
- Complementary skills and experience with the Head Coach.
- Understands and role models the Netball NSW values.
- Able to build trust and respect.
- Effective leadership skills, demonstrating a high level of interpersonal and communication skills.
- Positive and confident to voice own views.
- Highly developed planning and organisational skills.
- Supports the establishment of the team vision, values and performance culture and standards that fit within the goals of the Netball NSW Pathways program.
- Demonstrated commitment to their professional development as a coach.
- Understands and complies with the relevant Netball NSW policies and processes.
- Can establish and maintain positive working relationships with key stakeholders including the Head Coach, Netball NSW State Pathways Manager, Premier League/Metro League coaches and other management team personnel.
- Can work with the Head Coach to ensure that players understand they are considered role models, and that the brand and profile of the players, management, Team and Netball NSW are portrayed positively at all times.
- Ability to meet the duties, attendance and report requirements as per this policy.

2.2 Appointment Process

- Assistant Coaching roles will be advertised. Appointments will be made following the appointment of the Head Coaches.
- The Appointment Panel will be determined by Netball NSW, the Panel will be responsible for shortlisting, interviewing and appointing Assistant Coaches.
- Interviews will be conducted for all Assistant Coach roles by the Appointment Panel
- The term of the appointment may be either one (1) to two (2) years as determined by Netball NSW.
- In the case where the Assistant Coach withdraws more than eight (8) weeks from the commencement of the National Championships, a full application and appointment process may apply to select a suitable successor.
- Where the Assistant Coach withdraws within eight (8) weeks from commencement of the National Championships, there may be no further appointment to the position.

2.3 Duties

- Work with the Head Coach and the State Pathways Manager to prepare the team campaign plan, including the program for player development and team preparation.
- Support the Head Coach to prepare the Team for National Championships.
- Be willing, honest and open in providing advice, feedback and support to the Head Coach and carry out agreed duties

2.4 Attendance Requirements

- Meetings as determined by the State Pathways Manager.
- Any professional development opportunities as agreed with the State Pathways Manager (e.g. Coaches Forum, conferences).
- Selection trials as agreed with the Head Coach and State Pathways Manager
- Team induction.
- All squad/team training and education sessions.
- National Championships.
- Be available on at least one (1) occasion to deliver coach education activities. These are to be mutually agreed to in consultation with the State Pathways Manager.

2.5 Reports

1. Assistant Coaches will be required to support the Head Coach to submit the Campaign Plan – which will include the training program and schedule.
2. Assistant Coaches will also be required to submit their own Campaign Review report to be submitted within fourteen (14) days after National Championships. The report will reference the Campaign Plan and will include a review of the:
 - Selection process
 - Program
 - Player & Team preparation & performance
 - Organisation
 - Administration
 - Communication
3. Assistant Coaches will work with the Head Coach on the submission of the individual reports on each player, their on and off court performance and potential to progress.

3. State Team Manager

3.1 Selection Criteria

- Current financial member of Netball NSW.
- Relevant experience including a minimum two (2) years' experience at Metro League level.
- Up to date understanding and application of performance nutrition.
- Understands and role models the Netball NSW values.
- Able to build trust and respect.
- Effective leadership skills, demonstrating a high level of interpersonal and communication skills.
- High level of organisation skills and meticulous attention to detail.
- Understanding of risk management best practice.
- Demonstrated commitment to their professional development
- Understands and complies with the relevant Netball NSW policies and processes.
- Can establish and maintain positive working relationships with, and is accessible to key stakeholders including the Head and Assistant Coaches, other team management personnel State Pathways Manager and other Netball NSW staff and host personnel.
- Ensures that all NSW representatives understand they are considered role models, and that the brand and profile of the players, management, Team and Netball NSW are portrayed positively at all times.
- Ability to meet the duties, attendance and report requirements as per this policy.
- Computer literate: able to use word and preferably excel

3.2 Appointment Process

- Team Manager roles will be advertised. Appointments will be made following the appointment of the Head Coaches.
- The Appointment Panel will be determined by Netball NSW, the Panel will be responsible for shortlisting, interviewing and appointing Team Managers.
- Interviews will be conducted for all Team Manager roles by the Appointment Panel
- The term of the appointment may be either one (1) to two (2) years as determined by Netball NSW.
- In the case where the Team Manager withdraws greater than eight (8) weeks from commencement of the National Championships a full nomination and appointment process will apply to select a suitable successor.
- Where the Team Manager withdraws within eight (8) weeks from commencement of the National Championships, the following options may be applied:
 - A full nomination and appointment process may apply; or
 - The Appointments Panel may consider the remaining applicants to determine a suitable replacement; or
 - Failing to determine a suitable replacement, the Appointments Panel may at their discretion, make an approach to a Premier League/Metro League Manager or a previously appointed State Manager.

3.3 Duties

- Manage the day to day organisation of the team on all logistical matters and within allocated budget.
- Liaise with the Competitions and Pathways Coordinator on all logistics concerning their team, communicating in a timely manner to all Netball NSW communication.
- Liaise with the State Pathways Manager on the budget and ensure prior approval from the State Pathways Manager for any unbudgeted expense.
- Liaise with the Competition and Pathways Coordinator to organise the distribution of uniforms to players and officials.
- Ensure players and officials are clothed in appropriate team wear at training sessions, when on tour, on match night and when interviewed by the media.
- Take responsibility for the conduct, well-being and appearance of all NSW representatives within their party.
- Ensure the environment is prepared at all training sessions and trial games.
- In the event of injury or illness of a team member, support the medical personnel to arrange any necessary treatment.
- Research all local resources at each venue, including medical facilities.
- Take responsibility for ensuring all players have access to appropriate food and fluids and are following performance nutrition best practice. Reporting any concerns to the Head Coach.
- Responsible for all directions received from Netball Australia personnel while on tour.
- Ensure processes are in place so all members of the team are aware of the program and where they are required to be at all times while together as a team.
- Attend training sessions as required, and any event in which the team is participating.
- Organise and control bench and match protocol at all home and away matches.
- Where necessary, provide a link between the team (players and coaching staff), administration and Netball NSW.
- Report any disciplinary matters immediately to the State Pathways Manager and work with Netball NSW delegated personnel in dealing with any discipline issues.
- Submit monthly itemised account of expenditure, including any expense claims and with all accompanying receipts to the Competition and Pathways Coordinator.
- Submit final expense claim with accompanying receipts to the Competition and Pathways Coordinator within **fourteen (14) days** of the conclusion of National Championships.
- Be responsible for returning to Netball NSW, in good order and condition, all State property within fourteen (14) days of final team commitment.

3.4 Attendance Requirements

- Meetings as determined by the State Pathways Manager.
- All selection trials.
- Induction.
- Team training and education sessions as required.
- National Championships.

3.5 Reports

State Managers will be required to submit a report within fourteen (14) days after National Championships that includes a review of the campaign and program with recommendations on:

- Team preparation – general.
- Nationals – travel, accommodation, uniform.
- Organisation.
- Administration.
- Communication.