

POLICY DOCUMENT

POLICY NAME:	Coach Appointment Policy
DATE WRITTEN:	14 September 2021
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NEXT REVIEW DATE:	21 February 2026
RESPONSIBLE OFFICER:	Head Coach, Netball ACT

1. INTRODUCTION

Netball ACT requires a number of coaches and support staff to assist in the delivery of Netball ACT programs. The appointment of coaches is to be conducted in a fair and transparent manner.

1.1. This policy applies to all coaches who nominate to coach a Netball ACT Representative Team and/or Academy Program. The current representative teams and Academy programs are:

- a) Representative Teams:
 - i. ACT 17 & Under and 19 & Under State Teams
 - ii. The Marie Little Shield Team

- b) Academy Programs:
 - i. Netball ACT Academy Program
 - ii. The Capital Spirit Academy Program
 - iii. The Capital Darters Academy

The appointment of the Capital Darters Head Coach will occur outside this Policy in line with Netball ACT recruitment processes (where applicable).

2. DEFINITIONS

“Academy Program” refers to the athlete development programs delivered by Netball ACT that forms part of the National Athlete Pathway;

“ACTAS” means the ACT Academy of Sport, a unit of the Sport and Recreation Services Branch of the Chief Minister, Treasury and Economic Development Directorate in the Territory. ACTAS is a member of the National Institute Network (NIN) and is an endorsed National Olympic and Paralympic Training Centre;

“Appointment Panel” refers to individuals who, by merit of the position they hold are responsible for making appointment decisions;

“Assistant Coach” means an individual appointed by NACT to support and, as required, coach NACT Representative Teams and/or Academy Programs under the guidance and direction of the Head Coach;

“Event Governing Body” means the governing body or bodies having responsibility or jurisdiction in relation to the conduct of or participation at the event, and includes without limitation Netball Australia and its affiliate Member Organisations;

“Event Supplement” means the document that specifies all relevant information relating to activities to be undertaken by athletes seeking selection to a NACT representative team or Academy Program as published for each team and/or squad;

“Head Coach” means an individual appointed by NACT to oversee, support and, coach NACT Representative Teams and/or Academy Programs;

“Member Organisation” means a State or Territory netball association that is a member of Netball Australia;

“NACT” means the ACT Netball Association Incorporated trading as Netball ACT, the governing body for netball in the Australian Capital Territory (ACT);

“National Athlete Pathway” means the programs, training environments, support services and competitions as defined by Netball Australia that develop and support the progression of athletes in the Netball Australia high performance system with the aim of winning benchmark events;

“Policy” means this NACT Coaches Appointment Policy as amended by NACT from time to time;

“Representative Teams” refers to the teams selected under the functions and powers as specified in NACT Constitution to represent in the ACT in the National Netball Championships, the Australian Netball Championship or equivalent and like competitions managed by Netball Australia and/or affiliate Member Organisations;

“Specific Responsibilities” refers to the list of tasks to be undertaken by the coach as published in the position description at the time of calling for nominations;

3. APPOINTMENT PHILOSOPHY

3.1. NACT coaches will be appointed with the following overriding objectives:

- a) To provide a pathway for ACT Coaches;
- b) To identify and support ACT Coaches for the transition into national elite programs;
- c) To deliver a training and competition environment that embodies a high performance culture;
- d) To achieve success at National Netball Championships, Marie Little Shield, Australian Netball Championships or equivalent and other representative sanctioned events; and
- e) To enhance individual athlete development to achieve success within the National Athlete Pathway.

3.2. In implementing the Appointment Philosophy, NACT is committed to achieving the key performance indicators as identified in:

- a) NACT's Strategic Plan and
- b) Netball Australia's High Performance Plan (a copy of which can be made available upon request to the NACT Head Coach).

4. ELIGIBILITY CRITERIA

4.1 Subject to this Policy, coaches seeking to nominate for a NACT Representative Team must meet the following criteria:

- a) For a Head Coach
 - i) An Advanced Level Netball Coaching Accreditation, or above;
 - i. A valid Working with Vulnerable People Registration card (ACT);
 - ii. A valid First Aid certificate;
 - iii. Compliance with Netball Australia's Integrity Framework policies v. Availability for key dates outlined in the Event Supplement.
- b) For an Assistant Coach
 - i. An Intermediate Level Netball Coaching Accreditation or above;
 - ii. A valid Working with Vulnerable People Registration card (ACT);
 - iii. A valid First Aid certificate;
 - iv. Compliance with Netball Australia's Integrity Framework policies; and
 - v. Availability for key dates outlined in the Event Supplement

Only a Head Coach will be appointed for NACT Academy Programs. Coaches seeking to nominate for an Academy Program must meet the following criteria:

- i. An Intermediate Level Netball Coaching Accreditation, or is working towards one;

- ii. A valid Working with Vulnerable People Registration card (ACT);
- iii. A valid First Aid certificate; iv. Compliance with Netball Australia's Integrity Framework policies
- iv. Availability for key dates outlined in the Event Supplement.

5. APPOINTMENT PANEL

5.1. The Appointment Panel will consist of a minimum of two (2) and maximum of three (3) members, which are determined as follows:

a) For Head Coach

- i. NACT Head Coach; and
- ii. 2 independent members.

b) For an Assistant Coach

- i. NACT Head Coach; and
- ii. 2 independent members.

5.2 The Chief Executive Officer (CEO) may replace a member of the Appointment Panel with an independent member where:

- a) A member of the Appointment Panel is unavailable; or
- b) An identified or perceived conflict of interest arises between a member of the Appointment Panel and the nominating coach.

6. APPOINTMENT CRITERIA

6.1. The Appointment Panel shall recommend coaches who, in their opinion, have the best chance of achieving success with the corresponding Representative Team and/or Academy Program.

6.2. The Appointment Panel is to consider any factor, or combination of factors that is, in the opinion of the Appointment Panel, relevant for consideration when selecting a coach. Without limiting the discretion of the Appointment Panel, the following may be considered:

- a) Meeting the Appointment Philosophy outlined in clause 3;
- b) Meeting the Eligibility Criteria outline in clause 4;
- c) Demonstrated ability to deliver the Specific Responsibility outlined in the position description which is published at the time of nominations;
- d) Performance at previous National Netball Championships, Marie Little Shield, and/or the Australian Netball Championships or equivalent;

e) Performance at ACT State League, ACT Junior Netball Championships and other local competitions or equivalent competitions in other jurisdictions

f) Overall consistency in performance across previous events and/or competitions;

g) Display of individual high performance behaviours and strengths that may contribute to the performance of the team as a whole; and

h) Willingness and ability to fill and/or complete a role that may enhance NACT's success.

6.3. The Appointment Panel may recommend a coach outside of the Representative Team and/or Academy Program they nominated for, provided the coach:

a) Is better suited to the position recommended than that which they nominated for, based on the development needs of the Representative Team and/or Academy Program;

b) Holds the qualifications required for the Representative Team and/or Academy Program they are being recommended for; and

c) Have been consulted to confirm availability to deliver the requirements of the Representative Team and/or Academy Program they are being recommended for.

6.4. In the event that a coach nominates for appointment as a Head Coach and Assistant Coach, consideration and appointment to the Head Coach position will take priority to that of the Assistant Coach.

6.5. Coaches will only be recommended into one Representative Team in any given calendar year, however an exemption to this rule may be provided if agreed by the Appointment Panel.

6.6. Coaches will only be recommended into one Academy Program in any given calendar year, however an exemption to this rule may be provided if agreed by the Appointment Panel.

6.7. Coaches may hold a position with a Representative Team and an Academy Program concurrently.

7. REPLACEMENT OF COACH

7.1. Coaches may be replaced at the discretion of NACT as a result of their own withdrawal, disciplinary action, a breach of this Policy or any other relevant policies implemented by NACT, ACTAS or Netball Australia.

7.2. A coach nominated as a replacement must:

a) Meet the eligibility criteria outline in this Policy; and

b) Have nominated and completed the appointment process.

7.3. In the event that no coach is deemed suitable, the position may:

- a) Depending on the duration of the program, remain vacant for the duration of the Representative Team and/or Academy Program and be covered by a conglomerate of coaches appointed to other Representative Teams and/or Academy Programs;
- b) May be filled at a later stage at the discretion of the Appointment Panel; or
- c) Be filled by the Assistant Coach should they hold the appropriate accreditation level and experience.

8. APPOINTMENT PROCESS

- 8.1. Calls for nominations will be distributed:
 - a) At an appropriate date prior to the official start date of the corresponding tournament/season for all Representative Teams;
- 8.2. Nominations will be electronically distributed, including but not limited to:
 - a) Email notification to District Presidents, Associations and Coaching Convenors;
 - b) Email notification to current and/or previous NACT coaching staff; and
 - c) Advertisement on Netball ACT's website and social media pages.
- 8.3. On review of the nominations, the Appointment Panel will shortlist the candidates that meet the criteria outlined in this policy and, in the Appointment Panel's sole opinion, are suitable for a coaching role.
- 8.4. In the event that only one application is received, the Appointment Panel shall only appoint the applicant if it is determined that they meet the Eligibility Criteria and Appointment Criteria.
- 8.5. The Appointment Panel will provide a list of the recommended applicants to the CEO for approval.

9. ANNOUNCEMENT OF SELECTION

- 9.1. Individuals chosen to coach a representative team and/or an Academy program will be notified before the appointment is announced to the wider netball community.
- 9.2. Individual coaches will be notified of their appointment or non-appointment by a member of the Appointment Panel with the method of notification to be at the discretion of the Appointment Panel.
- 9.3. Public announcement of the appointment to a Representative Team and/or Academy Program is to be made after individual coaches are notified and have accepted the position. Without limiting the communication channel, the following may be considered:
 - a) Posting on NACT's website;

- b) Status update on NACT's social media networks;
 - c) Email to NACT's members and supporters; and
 - d) Media release to local media outlets.
- 9.4. Feedback for non-appointed coaches will only be provided upon request as follows:
- a) Coaches are to request feedback in writing to NACT's Head Coach;
 - b) Written feedback is to be provided to the coach within five (5) business days of NACT's Head Coach receiving the request; and
 - c) Follow up meeting with coaches will be on request and at the discretion of NACT's Head Coach based on whether a meeting will provide further clarification.
- 9.5. The NACT CEO is to confirm that the appointment process has been adhered to.

10. REQUIREMENTS AFTER SELECTION

- 10.1. Coaches appointed to NACT Representative Team and/or Academy Programs are required to:
- a) Sign and return any agreements, consent or nomination forms as required from time to time by NACT, ACTAS, Netball Australia and/or the Event Governing Body;
 - b) Abide by the following requirements:
 - i) NACT policies and by-laws;
 - ii) Netball Australia policies;
 - iii) ACTAS scholarship contract, policies and the coaches code of conduct; iv. Event Governing Body policies and by laws; and
 - iv) World Anti-Doping Agency and Australian Sports Anti-Doping Authority.
 - c) Satisfy the commitments outlined in the NACT Coaching Agreement.
 - d) Coaches appointed to a Representative Team and/or Academy Program will be required to participate in a post tournament/program debrief and/or performance review to be conducted by the Netball ACT Head Coach.

11. APPEAL PROCESS

- 11.1. An eligible coach who fails to be appointed to a Representative Team and/or Academy Program pursuant to the process and criteria set out in this Policy may appeal against their non-appointment as set out in this section.
- 11.2. The sole grounds of any appeal are that the coach's non-appointment from the Representative Team and/or Academy Program was a result of a failure by the Appointment Panel to properly apply the Appointment Criteria and Appointment Process set out in this Policy.

- 11.3. Any appeal under this clause will proceed in accordance with NACT's Appeals by-law.

12. POWER TO AMEND

- 12.1. This Policy can be amended or rescinded at any time by NACT if NACT is of the opinion that such an amendment is necessary as a result of any change in the Netball Australia guidelines, to give effect to the Policy following discovery of a drafting error or oversight or for any other reason determined to be in the best interest of NACT by NACT. NACT shall not be liable in any way to anyone as a result of any such amendment but will notify all coaches of the amendment via publication on the NACT website