

# Program and Pathway Appointments Policy

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**BASKETBALL ACT**

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Responsible person:	General Manager Operations

## 1. Purpose

The aim of the Program and Pathway Appointments Policy is to ensure required standards are met in the recruitment, appointment and review of Basketball ACT's (BACT) volunteers within the Development, Performance and Officials Programs and Pathways.

The appointment of suitably qualified and experienced coaching and management staff, or individuals with the potential to coach or manage in a Development and Performance environment, is critical to the success of BACT Programs and Pathways including the athletic, personal and/or professional development of individuals.

## 2. Definitions

- 2.1. **Appointment Panel:** refers to individuals who, by merit of the position they hold and/or who are identified by BACT as suitable panel members are responsible for making appointment decisions;
- 2.2. **Assistant Coach:** means an individual appointed by BACT to support and as required, coach BACT Development, Performance or Officials Pathways and/or Programs under the guidance and direction of the Head Coach;
- 2.3. **BACT:** ACT Basketball Inc. trading as Basketball ACT
- 2.4. **Head Coach:** means an individual appointed by BACT to oversee, support and, coach BACT Development, Performance or Officials Pathways and/or Programs;
- 2.5. **Program Manager:** means an individual appointed by BACT to oversee the program logistics and communication within the coach BACT Development, Performance or Officials Pathways and/or Programs for an identified group within the pathway;
- 2.6. **Team Manager:** means an individual appointed by BACT to oversee team internal communication and match day manager functions within the coach BACT Development, Performance or Officials Pathways and/or Programs;

## 3. Appointments Panel

- 3.1. The Appointment Panel will consist of a minimum of two (2) and maximum of three (3) members, which will be determined by BACT.
- 3.2. The Appointment Panel shall shortlist, interview, and recommend program staff who, in their opinion, have the best capabilities of achieving success and meeting the BACT Development, Performance or Officials Pathway and/or Program objectives.
- 3.3. The BACT appointment panel will shortlist applicants and can choose to interview two or more applicants if required. Preferred candidate(s) will be referee checked.

- 3.4. The Appointment Panel will provide a list of the recommended applicants to the General Manager Operations for endorsement. The General Manager Operations will review the appointments in accordance with the selection criteria and appointment processes outlined within this policy.

## **4. Head Coach Positions**

### **4.1. Selection Criteria**

- 4.1.1. Ability to meet the required commitment of the program (trainings, events, comps, coach forums etc.).
- 4.1.2. Relevant and preferably recent Development/High Performance experience including athlete ID, athlete development, program planning and team preparation.
- 4.1.3. Coaching experience at an Australian Junior Championships or equivalent benchmark event (not NJC).
- 4.1.4. Demonstrated success in a Development / High Performance environment.
- 4.1.5. Demonstrated ability to work within a Development/High Performance system/framework.
- 4.1.6. Appropriate behavioural standards.
- 4.1.7. Ability to work appropriately with athlete age/gender group (adaptability to maturity levels etc.).
- 4.1.8. Contemporary knowledge of the game, skill acquisition and other relevant disciplines.
- 4.1.9. Experience managing a multi-disciplinary team/staff.
- 4.1.10. Demonstrated professional development/willingness to develop.
- 4.1.11. WWVP Registration.
- 4.1.12. FIBA/Australian Coach Accreditation.

### **4.2. Appointment Process**

- 4.2.1. Head Coaching roles will be advertised and appointed prior to the appointment of assistant coaches, managers, and prior to the selection process of program
- 4.2.2. The term of the appointment may be either one (1) to two (2) years as determined by BACT

- 4.2.3. Where a two (2) year appointment is offered, on the conclusion of the first year a program review will be undertaken. If the appointed review panel determine that the program performance is satisfactory the Head Coach would undertake their second year of appointment.
- 4.2.4. Head Coaches are appointed/reappointed for further years subject to;
  - (a) satisfactory performance as determined by the appointed review panel
  - (b) the availability / agreement of the Head Coach
  - (c) the overall requirements of the BACT Development or HP Program
- 4.2.5. Successful/unsuccessful applicants will be notified as soon as possible by the BACT Staff Member who Managers the respective Program.
- 4.2.6. Feedback to shortlisted applicants will be provided upon request.
- 4.2.7. If a Head Coach position becomes vacant before the conclusion of the program because of non-performance or inability to continue in the role, BACT may advertise the position, appoint a coach from within the Development, Performance or Officials Program coaching staff or headhunt for the position. Such appointments will be for the period of the current program.

## **5. Assistant Coach and/or Development Coach Positions**

### **5.1. Selection Criteria**

- 5.1.1. Ability to meet the required commitment of the program (trainings, events, comps, coach forums etc.).
- 5.1.2. Relevant and preferably recent Club Coaching experience including athlete development and team preparation.
- 5.1.3. Contemporary knowledge of the game and skill acquisition
- 5.1.4. Appropriate behavioural standards.
- 5.1.5. Applicants must have or obtain WWVP prior to commencing appointment.
- 5.1.6. Applicants must have or obtain appropriate Coaching Accreditation prior to commencement of the program or as agreed with the BACT Respective Program Manager

## 5.2. Appointment Process

- 5.2.1. Assistant and Development Coaches are appointed by the Appointments Panel on an annual basis.
- 5.2.2. All Assistant and Development coaches must apply for the role and require BACT endorsement.
- 5.2.3. Appointed Program Head Coaches will be consulted on their views and preferred candidates through being a part of the appointment panel.
- 5.2.4. The appointed panel, in making appointment decisions, take into consideration;
  - (a) The program Head Coaches input & preference
  - (b) BACT Development and High-Performance Coach talent identification & management
  - (c) BACT Development and High-Performance Coach succession planning requirements
- 5.2.5. The Assistant or Development Coach may be reappointed for further year subject to;
  - (a) Satisfactory performance as determined by the Head Coach and BACT
  - (b) The availability/agreement of the Head Coach
  - (c) The overall requirements of the BACT Development, Performance or Officials Pathway and/or Program
- 5.2.6. Successful/unsuccessful applicants will be notified as soon as possible by the BACT Staff Member who Managers the respective Program.
- 5.2.7. BACT will determine, on a case-by-case basis, the process to be applied to fill mid-program vacated Assistant / Development Coach positions.
- 5.2.8. Any new appointments will be for the current period of the year only.

## 6. Program and/or Team Manager Positions

### 6.1. Selection Criteria

- 6.1.1. Ability to meet the required commitment of the program (trainings, events, comps, coach forums etc.).
- 6.1.2. Appropriate behavioural standards.
- 6.1.3. Applicants must have or obtain WWVP prior to commencing appointment.
- 6.1.4. Effective communicator with good interpersonal skills

6.1.5. An individual who is well organised, positive, and enthusiastic

## 6.2. Program Manager Appointment Process

6.2.1. Program Manager Roles will be advertised and appointed prior to the selection process of program

6.2.2. Appointed Head Coaches will be consulted on their views on preferred candidates and may form part of the appointment panel.

6.2.3. The term of the appointment may be either one (1) to two (2) years as determined by BACT

6.2.4. The appointed panel, in making appointment decisions, take into consideration;

(a) The program Head Coaches input & preference

(b) BACT Development and High-Performance Manager succession planning requirements

6.2.5. The Program Manager may be reappointed for further year subject to;

(a) Satisfactory performance as determined by the Head Coach and BACT

(b) The availability/agreement of the Head Coach

(c) The overall requirements of the BACT Development, Performance or Officials Pathway and/or Program

6.2.6. Successful/unsuccessful applicants will be notified as soon as possible by the BACT Staff Member who Managers the respective Program.

6.2.7. BACT will determine, on a case-by-case basis, the process to be applied to fill mid-program vacated Program Manager Positions.

6.2.8. Any new appointments will be for the current period of the year only.

## 6.3. Team Manager Appointment Process

6.3.1. Team Manager Roles will be advertised and prospective candidates targeted with the support of the Program Manager and/or Program Head Coach

6.3.2. All Team Manager appointments are required to be recommended through the BACT High Performance Administrator and endorsed by the BACT General Manager Operations.

6.3.3. The term of the appointment will be on an annual basis

6.3.4. The Team Manager may be reappointed for further year(s) subject to;

- (a) Satisfactory performance as determined by the Head Coach and BACT
  - (b) The availability/agreement of the Head Coach
  - (c) The overall requirements of the BACT Development, Performance or Officials Pathway and/or Program
- 6.3.5. Successful/unsuccessful applicants will be notified as soon as possible by the BACT High Performance Administrator.
- 6.3.6. BACT will determine, on a case-by-case basis, the process to be applied to fill mid-program vacated Team Manager Positions.
- 6.3.7. Any new appointments will be for the current period of the year only.

## **7. Officials Program Coach Positions**

### **7.1. Selection Criteria**

- 7.1.1. Minimum level 0 referee coaching course.
- 7.1.2. Contemporary knowledge of the game and understanding/application of the Rules of Basketball.
- 7.1.3. Relevant and preferably recent experience coaching Officials at a minimum Club level.
- 7.1.4. Appropriate behavioural standards.
- 7.1.5. Applicants must have or obtain WWVP prior to commencing appointment.

### **7.2. Appointments Process**

- 7.2.1. Officials Program Coaching roles will be advertised and appointed prior to the selection process of program
- 7.2.2. The Appointment Panel will be determined by BACT, the Panel will be responsible for shortlisting, interviewing and appointing coaches
- 7.2.3. The term of the appointment may be either one (1) to two (2) years as determined by BACT
- 7.2.4. Where a two (2) year appointment is offered, on the conclusion of the first year a program review will be undertaken. If the appointed review panel determine that the program performance is satisfactory the Officials Program Coach would undertake their second year of appointment.
- 7.2.5. Officials Program Coaches are appointed/reappointed for further years subject to;



- (a) satisfactory performance as determined by the appointed review panel
  - (b) the availability / agreement of the Head Coach
  - (c) the overall requirements of the BACT Development or HP Program
- 7.2.6. Successful/unsuccessful applicants will be notified as soon as possible by the BACT Staff Member who Manages the respective Program.
- 7.2.7. Feedback to shortlisted applicants will be provided upon request.
- 7.2.8. If an Officials Program Coach position becomes vacant before the conclusion of the program because of non-performance or inability to continue in the role, BACT may advertise the position, appoint a coach from within the Development, Performance or Officials Program coaching staff or headhunt for the position. Such appointments will be for the period of the current program.

## **8. Program Reviews**

- 8.1. Program reviews are undertaken to ensure alignment with the overall aims of the BACT Development, Performance or Officials Pathway and/or Programs, satisfactory performance and to identify opportunities for improvement.
- 8.2. Informal program reviews are conducted throughout the season with the respective program Head Coaches, Program Managers and Officials Program Coaches by the respective BACT Staff Program Managers. If required, the BACT may request the Head Coach, Program Manager and/or Officials Program Coaches to provide a short report detailing any significant issues and recommended actions.
- 8.3. Within one month of the completion of the program the Program Head Coach or Officials Program Coach will submit a written report which will address key areas including;
- 8.3.1. Talent ID and Selection process
  - 8.3.2. Training & Competition Program
  - 8.3.3. Technical Curriculum Outline / Playing System
  - 8.3.4. Performance at AJC (or benchmark event)
  - 8.3.5. Athlete review
  - 8.3.6. Support Staff
  - 8.3.7. Operational / BACT Support
- 8.4. The BACT will form a Review Panel consisting of two (2) suitably identified panel members, as approved by the General Manager operations.

- 8.5. The Review Panel will receive a copy of all Program staff reports and athlete/parent feedback surveys for analysis.
- 8.6. The Review Panel will meet with Program Staff as required to provide or further discuss the review outcomes.
- 8.7. Recommendations from the Review Panel will be provided to the Appointments panel where multiple year agreements are in place.