

## **POSITION DESCRIPTION: COACH, ONSW JUNIOR SQUAD and SCHOOLS TEAM**

Association Manual **8.6**

### **1.0 APPOINTMENT OF SQUAD/TEAM COACHES**

1.1 For any NSW representative junior Squad/Team competing outside or within NSW, a Squad/Team Coach may be appointed by the Board and who shall be responsible to the Coaching Director.

1.2. The Squad/Team Coach shall be appointed in accordance with the Orienteering Australia [Member Protection Policy](#) and ONSW Association Manual Section 8.5 Junior Squad/Team Officials Appointment Policy.

1.3. When appointing several Squad/Team Officials for Junior Squad/Teams, there should be at least one of each gender.

1.4 When appointing Squad/Team Officials for a School Squad/Team, there should be at least one teacher if required by the rules of the Event.

1.5 If practicable, the Squad/Team Coach should be appointed not less than six months before the event.

1.6 The Coaching Director shall call for applications for the position of Squad/Team Coach through an advertisement in the weekly e-Bulletin and the ONSW website allowing a period of no less than one month for applications to be received. Each application should be accompanied by a statement detailing the applicant's experience relevant to the position.

1.7 The appointment shall be made by the Board on the recommendation of the Coaching Director.

### **2.0 RESPONSIBILITIES OF SQUAD/SQUAD/TEAM COACH**

The Squad/Team Coach shall work with ONSW Coaching Director, State Selectors, club level coaches and key ONSW development personnel to identify potential Squad members and facilitate opportunities for those identified to participate in Squad activities.

2.1 The Squad/Team Coach shall be responsible for coordinating coaching programs, both in NSW and interstate, specifically aimed at preparing that Squad/Team for participation in the specified Event.

2.2 The Squad/Team Coach shall liaise with the Squad/Team Manager regarding any special requirements or suggestions he/she might have.

2.3 If necessary the Squad/Team Coach can be asked to take on the role of Assistant Manager to assist the Squad/Team Manager in his/her duties during the Event.

2.4 Specific responsibilities of the Squad/Team Coach shall include, but are not necessarily limited to, the following unless otherwise determined by the Board:

2.4.1 Organise coaching and training for the Squad/Team both in NSW and interstate after the Squad/Team is selected.

2.4.2 Organise briefing sessions before each event to provide Squad/Team Members with relevant information and to assure participants are well prepared.

- 2.4.3 Assure juniors are aware of the procedural requirements of each event and supervise them in their preparation.
- 2.4.4 Organise post-mortem sessions after each event.
- 2.4.5 Ensure juniors are properly fed, hydrated and rested before each event and that proper recovery techniques are followed in between events.
- 2.4.6 In consultation with the Squad/Team Manager, make appropriate arrangements for medical treatment where necessary for Squad/Team Members where a Medical Officer is not appointed to the Squad/Team.
- 2.4.7 Make recommendations to the Squad/Team Manager on matters relating to Squad/Team selection, replacement of Squad/Team Members due to injury, etc. that may be required after the Squad/Team has left NSW.
- 2.4.8 In consultation with Squad/Team Members, to undertake further selection from runners for the selected Squad/Team if required for a specific competition and to determine Squad/Team running orders in individual events (where this can be nominated) and in relays.
- 2.4.9 Attend meetings of the Selection Panel as required.
- 2.4.10 Provide support to the Squad/Team Manager in the maintenance of discipline and appropriate conduct of Squad/Team Members in accordance with ONSW's "*Athlete Agreements*", "*Codes of Conduct*" and "*Member Protection Policy*".

2.5 The Squad/Team Coach shall be required to accompany the Squad/Team throughout its official period of travel, training and competition. This requirement may be varied only with the specific permission of the Board. Throughout this period, the Coach is expected to put the interests of the Squad/Team ahead of any personal interests.

2.6 The Squad/Team Coach is to provide a written report to the ONSW Board within six weeks of the completion of the competition. In the event of circumstances beyond the control of the Coach precluding the completion of a full report by the due date, an interim report shall be presented, and shall be completed as soon as practicable. The report is to include:

- 2.6.1 A report on significant training and coaching activities undertaken by the Squad/Team
- 2.6.2 A report on any changes to the Squad/Team for any reason.
- 2.6.3 A technical analysis of the results of Squad/Team Members.
- 2.6.4 A report on any performance problems experienced by Squad/Team Members due to injury, psychological factors, etc.
- 2.6.5 Identification of any problems with coaching, training and preparation for the event.
- 2.6.6 Recommendations.

### **3.0 POWERS OF SQUAD/TEAM COACH**

3.1 The Squad/Team Coach shall have the power to co-opt assistants for the execution of his/her duties during the Squad/Team's preparation period in NSW.

3.2 The Squad/Team Coach shall be responsible for recommending to the Squad/Team Manager any changes to the Squad/Team composition as a result of injury or other performance factors after the Squad/Team has left NSW.

3.3 If further selection of runners from the selected Squad/Team is required for a specific competition, this shall be the responsibility of the Squad/Team Coach who may consult with the Squad/Team Manager, Squad/Team Captain(s) and other Squad/Team Members as he or she sees fit, unless the Board has determined an alternative procedure. If no Coach is appointed to the Squad/Team, the Squad/Team Manager shall have this responsibility.

3.4 The Team Coach shall provide coaching support for all athletes during the lead up to and during the Australian Championships Carnival.

#### **4.0 DISCHARGE OF RESPONSIBILITY OF SQUAD/TEAM COACH**

4.1 The Squad/Team Coach's responsibility shall be discharged with the presentation to the Director, High Performance and acceptance by the ONSW Board of the Coach's report.

#### **5.0 INFORMATION FOR SQUAD/TEAM OFFICIALS**

5.1 It is NSW policy that on any junior trip there is a "no alcohol" rule for all juniors. Any adult driving a bus must have a zero blood alcohol level at all times.

5.2 Squad/Team Officials are not to offer alcohol or drugs to any Squad/Team Member.

5.3 Any Squad/Team Official travelling and staying with the Squad/Team must have an up to date Working with Children Check (WWCC).

Note: If a teacher is appointed as a Squad/Team Official he/she will not require a WWCC provided he/she has a current teacher registration which includes a WWCC.

5.4 At any time, Squad/Team Officials should put the interests of the juniors in the Squad/Team ahead of their personal interests.

5.5 Squad/Team Officials are required to have a current and appropriate drivers licence and Passenger Licence for the operation of any vehicle used by the Squad/Team during the Event.

5.6 Squad/Team Officials are expected to be familiar with ONSW policies, guidelines and information relating to:

- (i) Squad/Team travel (e.g. "Athlete Agreement", "Codes of Conduct", etc...)
- (ii) Sponsorship
- (iii) Badges
- (iv) Track Suits
- (v) Running Suits
- (vi) Competition Equipment
- (vii) NSW (and Interstate) Government Obligations
- (viii) Drugs in Sport Requirements
- (ix) Funding
- (x) Squad/Team Member Feedback.

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Adopted

April 2018

Reason for Issue:

Identify position responsibilities and obligations; include member protection policy and legal screening requirements.