



JUNIOR REPRESENTATIVE PROGRAM – COACH SELECTION POLICY

(Updated April 2023)

1. BACKGROUND:

1.1 The Mackay Basketball (MBI) Junior Representative Program is an MBI performance program under the auspices of Basketball Queensland (BQ). The primary purpose of the program is related to athlete & coach development and the preparation of players & coaches (U12 – U18) for competition in the NQJBC and Basketball Queensland State Championships.

MBI Junior Representative Teams form an important part of the MBI development pathway and are essential for players & coaches to progress onto State & National Performance Programs. The MBI representative program will introduce developing coaches & athletes to the BQ state philosophy, style of play, which will enhance their personal development.

MBI aims to deliver a Junior Representative Program that is both enjoyable and rewarding for players, coaches, team managers and families. At the representative basketball level, our teams play to win, but understand that there are different ways that success can be measured.

1.2 MBI has adopted the following BQ junior, elite level, high-performance philosophy:

1. *Athlete Centred*
2. *Coach Facilitated*
3. *Administratively Supported*
4. *Performance Based*

1.3 Head Coaches of each team shall:

- *Provide a well-prepared, organised & positive learning environment.*
- *Be a positive role model for MBI befitting the position of an MBI Junior Rep Team Head Coach.*
- *Adhere to the MBI Junior Representative Program Style of Play and ethos.*
- *Liaise and report to MBI and the MBI Player & Coach Development Manager.*

Assistant Coach of each team shall:

- *Assist the Head Coach in the provision of a well-prepared, organised & positive learning environment.*
- *Be a positive role model for MBI befitting the position of an MBI Junior Rep Team Assistant Coach.*
- *Adhere to the MBI Junior Representative Program Style of Play and ethos.*
- *Liaise and report to MBI and the MBI Player & Coach Development Manager.*

2. PURPOSE:

2.1 The aim of this coach selection policy is to ensure that required standards are met in the appointment of U12 – U18 MBI Junior Representative Team Head Coaches and Assistant Coaches.

2.2 The following is a mandatory requirement to determine eligibility for appointment prior to consideration of any selection criteria. Applicants not meeting the following criteria are not eligible for appointment:

- *Must be in the possession of a Suitability Card for Child Related Employment (Blue Card) or show evidence that one is in the process of being attained.*

3. ESSENTIAL SELECTION CRITERIA

3.1 U12, U14, U16 & U18 METEORS (Male) & U12, U14, U16 & U18 METEORETTES (Female) TEAMS:

Head Coaches Only:

- Current Association (Level 2) Coach Accreditation (or ability to attain as soon as possible).
- Proven evidence of adhering to BQ General Code of Behaviour & Coaches Code of Ethics.
- Commit to attending selection trials, weekly training sessions, NQJBC Tournaments, State Championships, coaches meetings & development workshops.
- Adopt all playing & coaching philosophies as requested by MBI to ensure a consistent style of play & individual player development strategy across the MBI Junior Representative Program.
- Works collaboratively with MBI and with other teams/coaches in the representative program to ensure all players are offered opportunities to improve (e.g., scrimmaging teams in other age groups, teams training together as larger groups)

Assistant Coaches Only:

- Works collaboratively with MBI.
- Current Club (Level 1) Coach Accreditation (or ability to attain as soon as possible).
- Proven evidence of adhering to BQ General Code of Behaviour & Coaches Code of Behaviour.
- Commit to attending weekly training sessions, NQJBC Tournaments, State Championships, coaches meetings & development workshops.

3.2 U12, U14, U16 & U18 COMETS (Male) & U12, U14, U16 & U18 COMETTETS (Female) TEAMS and U12, U14, U16 & U18 STARS (Male) & U12, U14, U16 & U18 STARETTETS (Female) TEAMS:

Head Coaches Only:

- Works collaboratively with MBI.
- Current Club (Level 1) Coach Accreditation (or ability to attain as soon as possible).
- Proven evidence of adhering to BQ General Code of Behaviour & Coaches Code of Behaviour.
- Commit to attending selection trials, weekly training sessions, NQJBC Tournaments, State Championships, coaches meetings & development workshops.
- Adopt all playing & coaching philosophies as requested by MBI to ensure a consistent style of play & individual player development strategy across the MBI Junior Representative Program.

Assistant Coaches Only:

- Works collaboratively with MBI.
- Current Club (Level 1) Coach Accreditation (or ability to attain as soon as possible).
- Proven evidence of adhering to BQ General Code of Behaviour & Coaches Code of Behaviour.
- Commit to attending weekly training sessions, NQJBC Tournaments, State Championships, coaches meetings & development workshops.

4. HIGHLY DESIRABLE CRITERIA

4.1 Knowledge, Experience, Skills and Performance

All Coaches:

Previous or current Head Coach or Assistant Coaching experience in the following programs:

- NBL or WNBL programs (or equivalent overseas programs)
- NBL1 programs
- Basketball Australia's National Performance Program (NPP)
- Basketball Queensland State Team and State Performance Program (SPP)
- MBI Performance Programs & Academies
- Basketball Queensland State Championships
- Basketball Queensland Future Development Program (FDP)
- Association Junior Representative Level (NQJBC)
- Association Club Level and/or School Representative Level
- MBI Meteormites Program
- Ambition to attain a higher coaching accreditation level in the near future
- Demonstrated skill in individual and team coaching the relevant age at rep level
- Currently actively coaching within at least one of the following:
 - MBI Club Competition
 - MBI Development Programs or Academies
 - Basketball Queensland High Performance Programs – FDP, SPP & NPP
 - MBI NBL1 Program
 - If new to MBI – equivalent school, association or state program listed above

Head Coach Only:

- Proven record of junior player development
- Demonstrated communication, team leadership and management skills, including:
 - Ability to liaise closely with Assistant Coach (assignment of appropriate roles)
 - Consultation, Communication & Coordination with Team Manager as it relates to managers roles and responsibilities
 - Ability to liaise with key stakeholders - including Parents/Guardians and MBI
 - Demonstrated understanding and ability to communicate appropriately in the co-ordination of selections, preparation, competition and post competition phases (includes reporting to the Player & Coach Development Manager)
 - Demonstrated knowledge, understanding and application of state junior structure, pathways and philosophies and their integration with the MBI Rep Team Program
 - Demonstrated ability to approach each athlete as an individual; consider individual athlete workloads; adjust where appropriate to maximize the overall program benefit; and conscious prevention of overtraining of the athlete

Assistant Coaches Only

- Able to provide evidence of positive guidance and professional influence over players in a junior representative program
- Able to assist Head Coach & Team Manager to achieve the team logistical goals

4.2 Personal Characteristics

All Coaches:

- Are team orientated and athlete-centred, maximising positive benefits of sport participation for each player.
- Ability to create trust and remain impartial and objective.
- Strong leadership and communication skills.
- Well prepared, planned and organized.
- Efficient and effective use of time (time management & priority allocation skills).
- Strive for continual improvement. Take responsibility for own development.
- Are well presented (in dress and language).
- Display a positive disposition and are receptive to feedback from MBI.
- Must refrain from making any comments that may damage the reputation of MBI, it's Committees & Staff. This includes comments on social media and other electronic platforms or in person.

5. CONFLICT OF INTEREST

5.1 Applicants for the Head Coach or Assistant Coach must declare if they have a "Conflict of Interest" with any of the players who are eligible for selection in the age group and gender in which they are making application. A conflict of interest is defined as a person who has a relationship with a player, which may affect their ability to apply the player selection policy objectively and allocate court time appropriately during NQJBC and State Championships. This could be that the applicant:

- *Is a relative of a player (father, mother, brother, sister etc.) who is eligible for selection in the age group and gender in which the application is being made; or*
- *Has a personal relationship (e.g., a personal friend of the family) with a player or players in the age group and gender in which the application is made.*

Note: A conflict of interest does not prevent a coach being appointed to an age group, it is simply an acknowledgement. The selection panel on a case-by-case basis when determining the selection of applicants will assess each application identifying a conflict of interest and decide an appropriate course of action to ensure transparency and fairness. Although MBI prefers coaches of representative teams not to coach their son/daughter, MBI reserves the right to appoint a parent coach if it deems that there are no other suitable coaches to fill the position (and the Player & Coach Development Manager and Junior Representative Committee is confident that appropriate systems are in place to ensure the coach can perform his/her coaching duties in an impartial manner).

6. CONDITIONS OF APPOINTMENT

6.1 All coaches must agree to the following requirements if appointed to the position of MBI Junior Representative Team Coach:

(Failure to comply with these conditions may lead to termination of the coaching appointment and replacement with a coach prepared to fulfil these requirements).

- 1) *Selection of Representative Head Coaches will be the responsibility of the MBI Junior Representative Coach Selection Panel (SP).*
- 2) *Applications for all coaching positions will be made on the prescribed MBI application form.*
- 3) *Must hold a current Child Suitability 'Blue Card'.*
- 4) *Attend any briefing / development sessions convened by MBI prior to / during / after commencement of the program.*
- 5) *Be responsible for ensuring that the team is in the best state of preparation for competition throughout the representative year.*
- 6) *All coaches will work under the guidelines and philosophies of MBI and BQ.*
- 7) *Adopt all MBI playing philosophies as directed by the MBI Player & Coach Development Manager.*
- 8) *Ensure the style of play is consistent with the team's knowledge, abilities, and potential.*
- 9) *Consult regularly & involve other coaches, in the development & teaching outcomes of the team.*
- 10) *Provide quality leadership to players and team officials.*
- 11) *Direct the Assistant Coach to special duties. Their duties should be clearly defined and they should be fully involved and integrated into the team's role. This may also include as scouting, statistical review, video etc. for game preparation and planning.*
- 12) *Oversee the duties of the Assistant Coach for practice sessions and games.*
- 13) *Ability to teach players and staff skills and strategy.*
- 14) *Be available to coach the team at all tournament meets.*
- 15) *Be familiar with the quality of players in the grade in which coaching is sought. Personally attend regular fixture competition that provides an opportunity to identify eligible players.*
- 16) *Co-operate with the Team Manager and MBI with the organisation of the team.*
- 17) *Maintain open lines of communication between MBI, parents, players and officials.*
- 18) *Be fully responsible for players whilst training or participating in games.*
- 19) *All Coaches and Assistant Coaches are bound by MBI Codes of Behaviour & BQ Codes of Ethics and can be referred to the MBI Disciplinary Tribunal for appropriate sanctioning.*
- 20) *Wear MBI apparel at all competitions and training sessions as directed by the MBI Player & Coach Development Manager. Coaches will be supplied with apparel as required.*

7. TRAVEL, ACCOMMODATION & MEALS:

7.1 Travel and accommodation arrangements for NQJBC meets and the BQ State Championships are to be made by the coach in consultation with the Team Manager and MBI.

Players will be responsible for expenses for all team officials (not exceeding a Head Coach, Assistant Coach and Manager), these costs will be equalised amongst all players in the said team.

Travel Allowance:

- Coach: Capped at \$1500.00
- Assistant Coach: Capped at \$1500.00
- Manager: Capped at \$1500.00

Travel Allowances can include one of the following:

- Flights & Car Hire
- Travel Allowance paid at 30c per return kms from Mackay to the destination location

Travel Allowances also covers off on food expenses for Team Officials. Team Officials will have their meals reimbursed upon receipt being provided to the Team Manager and will be deducted from the capped travel allowance.

Accommodation:

- Coach: Will have the equivalent of a Queen Room covered – if travelling with their family, any additional fees above the expense of the Queen Room will need to be covered by the Coach and their family.
- Assistant Coach: In the first instance will be required to stay in the room with the team, if gender allows for it. Should the team opt to stay separate, the Assistant Coach will be provided the equivalent of a Queen Room. If travelling with their family, any additional fees above the expense of the Queen Room will need to be covered by the Assistant Coach and their family.
- Manager: In the first instance will be required to stay in the room with the team, if gender allows for it. Should the team opt to stay separate the Assistant Coach will be provided the equivalent of a Queen Room. If travelling with their family, any additional fees above the expense of the Queen Room will need to be covered by the Assistant Coach and their family.

Team Officials will be reimbursed for any costs incurred for travel and accommodation expenses as highlighted above, by the Team Manager.

Please note, any Team Official can opt to receive a lesser amount, at any point in time and the above is used as a maximum guideline.

8. SELECTION PROCESS

8.1 All appointments will be made via the following process:

- 1) *Requests for coaching applications & the lodgement deadlines will be advertised via the MBI website & other relevant social media platforms.*
- 2) *Completed applications received at MBI by closing date.*
- 3) *A list of candidates will be provided to the MBI Junior Representative Coach Selection Panel (SP).*
- 4) *The SP and SP lead will be confirmed in accordance with Section 9 of this policy subject to any conflicts of interest and agreed to by the MBI Executive Committee in consultation with the MBI GM.*
- 5) *SP will consider eligible applications and create a short list for interviews.*
- 6) *Interviews conducted in person or via an electronic medium.*
- 7) *SP will deliberate and make their recommended coach endorsements and before publication or announcement of appointments, submit them to the MBI Executive for ratification.*
- 8) *The MBI Executive will deliberate and ratify / deny any coach endorsements from the SP.*
- 9) *Both successful & unsuccessful candidates will be notified via email.*
- 10) *Successful applicants must agree (signed agreement) to abide by conditions of appointment.*
- 11) *Successful applicants will be posted on MBI website & social media channels.*

8.2 The selection process will include individual assessment against the **Essential Selection Criteria & Highly Desirable Criteria**.

8.3 All coaching appointments will be made for a period of one (1) junior representative season with a review undertaken at the end of the appointment.

8.4 MBI reserves the right to directly appoint to any coaching position at its discretion.

8.5 MBI reserves the right not to make an appointment to any position where it deems that there is not a suitable applicant or for any other special circumstances.

8.6 MBI reserves the right to re-open applications for any positions if it decides not to make an appointment after the first round of applicants are considered.

8.7 If an appointed coach to any position withdraws, MBI reserves the right to either immediately appoint a replacement at its sole discretion or to re-open applications.

8.8 It is the preference of MBI that coaches should not be appointed to the same core cohort of players for more than two (2) consecutive years and will make coaching appointments regarding this on a case-by-case basis. This refers to an age group or team who have been coached by the same individual for two (2) years in a row, whether that's while in the same age group or a group of players who move up into a higher age group.

8.9 MBI reserves the right to remove any coach whenever necessary at its discretion. Removal can be executed via an unanimous voting consensus of a minimum five (5) of the following persons:

- 1) *MBI Executive Committee Member(s)*
- 2) *MBI General Manager*
- 3) *MBI Player & Coach Development Manager*
- 4) *MBI Administration & Participation Officer*
- 5) *Junior Representative Chairperson*

9. SELECTION PANEL

- 9.1 The MBI Junior Representative Coach Selection Panel (SP) will consist of the following members:
- 1) *MBI Player & Coach Development Manager*
 - 2) *MBI Junior Representative Committee Chairperson*
 - 3) *MBI Junior Representative Committee Member 1*
 - 4) *MBI NBL1 Head Coach (either the Meteors Coach or Meteorettes Coach)*
 - 5) *MBI Executive Member*
- 9.2 The MBI Player & Coach Development Manager will be appointed to lead the SP and selection process, ensuring the selection policy is followed transparently and promptly and will report to both the SP and MBI Executive Committee. If this person has a conflict of interest or is an applicant, then the MBI Junior Representative Committee Chairperson will be appointed to lead the SP and selection process. If this person has a conflict of interest or is an applicant, then the MBI Executive in consultation with the MBI General Manager will appoint the person to lead the SP and selection process.
- 9.3 No MBI Junior Representative Committee Member or any person will be on the SP if there is a conflict of interest in relation to any applicants or children within that age group.
- 9.3 In the event that there are too many associated conflicts with the applicants and the SP, the MBI Executive reserves the right in appointing the SP in consultation with the MBI General Manager, including the appointment of a SP member to lead the SP and the selection process.
- 9.4 MBI Junior Representative Committee Members, the MBI Player & Coach Development Manager and other MBI staff are eligible to apply for coaching positions, however in those instances will be excluded from the SP for the entire selection process.
- 9.5 In the event that any member of the SP applies for coaching positions, the following procedure will be adopted:
- 1) *Immediate removal from the selection process.*
 - 2) *Notification forwarded to the MBI Player & Coach Development Manager, or if that person is an applicant, notification to the Junior Representative Committee Chairperson, or if that person is an applicant, notification to the MBI General Manager, or if that person is an applicant, then notification to the MBI Executive Committee.*
 - 3) *In the event that all persons applying are members of the Junior Representative Committee and/or MBI staff, the MBI Executive and / or MBI General Manager are to receive all nominations.*
- 9.6 In the event that a five (5) member SP cannot be formed, then a three (3) member SP will be formed. In this case the SP will be appointed by the MBI Executive Committee in consultation with the MBI GM, including the appointment of a SP member to lead the appointment process.
- 9.7 Each member is entitled to one vote.
- 9.8 Once the Head Coach for the age group is selected, the Selection Panel in consultation with the Head Coach will perform Assistant Coach appointments.
- 9.9 The appointed Head Coach will identify a preferred Team Manager and will consult with both the MBI Player & Coach Development Manager and the MBI Administration & Participation Officer to discuss the suitability of this person prior to any appointment being made.
- 9.10 Appointment of the Team Manager will also be ratified by the Coach of the team liaising with the MBI Administration & Participation Officer to the MBI Executive to ensure transparency and appropriateness of the person selected.