



# **Brisbane Capitals Coach Selection Policy**

## **PURPOSE**

The aim of this coach selection policy is to ensure that required standards are met in the appointment of U12 – U18 Brisbane Capitals Representative Team head and assistant coaching staff.

## **ALL APPLICANTS MUST READ THE FOLLOWING INFORMATION CAREFULLY BEFORE SUBMITTING AN APPLICATION**

### **1. POLICY**

Applications are called for the following positions for Brisbane Capitals Junior Representative Teams (Male & Female U12, U14, U16, & U18 age groups) competing in the Basketball Queensland Representative Season (includes: BQJBC & State Championships):

- Head Coach
- Assistant Coach

Applicants **must** meet Eligibility Criteria and Essential Selection Criteria (for each respective position applying for) to be considered for appointment.

Highly Desirable Criteria is viewed favourably in support of applications and will be considered when making final selection decisions.

**Brisbane Basketball Inc. will only accept applications from holders of a current, valid Blue Card at the time of application. Evidence must be included with the application form.**

Only fully completed applications will be considered

## **2. PROGRAM OUTLINE**

The Brisbane Capitals Junior Representative Program is a performance program with a specific focus of the preparation of players and coaches (U12 – U18) for competition in the BQJBC and State Championships.

The Junior Representative Teams form an important part of the Brisbane Capitals framework; which involves the careful planning and synchronisation of player progression from U12 – QBL (dependent on selection). It forms an essential pathway for players and coaches to progress onto State and National Performance Programs. Consequently, the Junior Representative Team Program provides further developmental avenues for our Coaches, as well as Players.

### **Brisbane Capitals Program Philosophy**

1. Player Centered
2. Coach Facilitated
3. Program & Service Supported
4. Long-Term Player Development and Performance Based

Head Coaches of each team:

- Will provide a well-prepared, organised and positive learning environment for players and coaching staff.
- Accept the responsibility of being a positive role model for Brisbane Basketball Inc. befitting the position of Rep Team Head Coach.
- Understands the Brisbane Coaching, Talent Development Philosophies and Program Pathways.
- Liaises and reports to the Performance Program Director.

Assistant Coach of each team:

- Assists the Head Coach in the provision of a well prepared, organised and positive learning environment for players.
- Accepts the responsibility of being a positive role model for Brisbane Basketball Inc. befitting the position of Rep Team Assistant Coach.
- Liaises and reports to the Rep Team Head Coach

### **Core Values of Representatives of Brisbane Basketball**

As a Member of a Representative Team, you are committed to:

1. Making the effort – to do the best you are capable of doing with ALL that you've got.
2. Accepting responsibility – being a positive role model for Brisbane
3. Handling adversity – no feat facing us is as important as our attitude toward it.
4. Team unity – nothing comes between the team (no Cliques or blame)
5. Disciplined sportsmanship – the highest level of respect for teammates and opposition.

### **3. ELIGIBILITY CRITERIA**

The following is required 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
- Registered coach with BBI

### **4. ESSENTIAL SELECTION CRITERIA**

Note: Be sure to read carefully the essential selection criteria for the respective representative team program nominating for. There are subtle differences between section 4.1 and 4.2.

#### **4.1. U14, U16 & U18 GOLD (Male/Female) Teams**

##### **Head Coaches Only**

- Current Level 2 NCAS Coach Accreditation (or ability to attain as soon as possible). At present this is aspirational
- Proven evidence of adhering to NCAS Code of Conduct
- Proven evidence of reflecting the core values of BBI.
- Currently actively coaching within at least one of the following:
  - BBI Club Competition
  - Brisbane Capitals Development or Performance Programs
  - Brisbane Capitals Senior Rep Program (QBL or SBL).
  - Basketball Queensland Futures Development, or State and National Performance, Programs.
- If new to BBI – equivalent school, association or state program to above listed.

### **Assistant Coaches Only**

- Current Level 1 NCAS Coach Accreditation (or ability to attain as soon as possible)
- Proven evidence of adhering to NCAS Code of Conduct
- Proven evidence of reflecting the core values of BBI.
- Currently Actively Coaching or involved within at least one of the following:
  - BBI Club Competition
  - Brisbane Capitals Development or Performance Programs
  - Basketball Queensland Futures Development, or State and National Performance, Programs.
- If new to BBI – equivalent school, association or state program to above listed.

### **4.2. U12 GOLD, U12, U14, U16 & U18 SILVER (Male/Female) Teams (and would apply to Bronze team)**

#### **Head Coaches Only**

- Current Level 1 NCAS Coach Accreditation (or ability to attain as soon as possible)
- Proven evidence of adhering to NCAS Code of Conduct
- Proven evidence of reflecting the core values of BBI.
- Currently Actively Coaching or involved within at least one of the following:
  - BBI Club Competition
  - Brisbane Capitals Development or Performance Programs
  - Brisbane Capitals Senior Rep Program (QBL or SBL).
  - Basketball Queensland Futures Development, or State and National Performance, Programs.
- If new to BBI – equivalent school, association or state program to above listed.

#### **Assistant Coaches Only**

- Current Level 0/1 NCAS Coach Accreditation (or ability to attain as soon as possible)

- Proven evidence of adhering to NCAS Code of Conduct
- Proven evidence of reflecting the core values of BBI.
- Currently Actively Coaching or involved within at least one of the following:
  - BBI Club Competition
  - Brisbane Capitals Development or Performance Programs
  - Basketball Queensland Futures Development, or State and National Performance, Programs.
- If new to BBI – equivalent school, association or state program to above listed.

## **5. HIGHLY DESIRABLE CRITERIA**

### **5.1. Knowledge, Experience, Skills and Performance**

#### **All Coaches**

- Previous or Current Head Coach or Assistant Coaching experience in the following programs:
  - W/NBL programs (or equivalent overseas programs)
  - QBL programs (of equivalent interstate programs)
  - Basketball Australia's National Performance Program (NPP)
  - Basketball Queensland State Team and Performance Program (SPP)
  - Brisbane Capitals Performance Programs / Camps / Clinics
  - Basketball Queensland State Championships
  - Basketball Queensland Future Development Program (FDP)
  - Association Junior Representative Level (BQJBC)
  - Association Club Level and/or School Representative Level
  - Aussie Hoops Program
- Ambition to attain higher NCAS Level Accreditation in the near future
- Demonstrated skill in individual and team coaching the relevant age at rep level

## **Head Coach Only**

- Proven record of junior player development
- Demonstrated team leadership and management skills, including:
  - Ability to liaise closely with Assistant Coach (assignment of appropriate roles)
  - Consultation, Communication and Coordination with Team Manager as it relates to managers roles and responsibilities
  - Ability to liaise with key stakeholders (including: Parents/Guardians; Association Rep Coaches and Basketball Queensland representatives)
  - 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 Brisbane 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

## **5.2. Personal Characteristics**

### **All Coaches**

- Are athlete-centered, maximizing 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)

## **6. CONFLICT OF INTEREST**

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 BQJBC and State Championships. This could be that the applicant:

1. 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
2. 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 BBI prefers coaches of representative teams not to coach their son/daughter, BBI reserves the right to appoint a parent coach if it deems that there are no other suitable coaches to fill the position (and the Performance Program Manager and sub-committee is confident that appropriate systems are in place to ensure the coach can perform his/her coaching duties in an impartial manner).



## **7. CONDITIONS OF APPOINTMENT**

All coaches must agree to the following requirements if appointed to the position of Brisbane Capitals 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)

### **All Coaches**

- Will adhere to the NCAS Coach's Code of Conduct
- Are required to attend two (2) weeks of Junior Domestic Club Games (for their relevant age bracket) for the purpose of player assessment prior to the selection trials. Additional events include, but are not limited to: School competitions, club development programs, state and national events.
- Will conduct a minimum of three (3) team selection trials over the period designated by the Performance Program Director (or Performance Program Management Committee).
- Abide by, and carry out the current Brisbane Capitals Team Selection Policy.
- Adhere to all BBI, BQ and BA policies, guidelines, and procedures, including:
  - Member Protection By-Laws (BA)
  - Child Protection (BQ)
  - Codes of Behaviour, Conduct, and Ethics (BBI, BQ, BA)
  - Anti-Doping Policy (BA)
  - Player Transfer (BBI, BQ)
  - Social Media (BBI)
  - Recommendations for weekly training environment (WTE) and
  - Athlete workload considerations as outlined in the Athlete Development Model (see: Coaches Manual)
- Coaches will be expected to meet all requirements of the Brisbane Capitals Representative Coach Policy (attendance a coach review/development workshop meetings, provide regular player evaluation/feedback etc.)
- Attend all game requirements for Brisbane Capitals teams (including BQJBC competition, tournaments and State Classics) and pay costs associated with each

event, i.e. pay own personal expenses (excluding State Championships – financial assistance will be provided by the Association where possible for state championships)

- Coaches of all teams will be expected to attend the appropriate State Classics Championships with their team
- Should any coach have a grievance or problem with any individual or organisation inside or outside their Brisbane Capitals Representative Team, which cannot be immediately resolved amicably, they must first discuss the matter with the Performance Program Director in the first instance and in the event it cannot be resolved at this level the matter will be dealt with by the General Manager.
- Coaches will maintain regular contact with the Performance Program Director providing and receiving feedback, advice, input and development.
- Coaches will at all times act in a manner that upholds the reputation of the Brisbane Capitals Representative Program.
- Coaches will not, as a Brisbane Basketball Inc. volunteer, or on behalf of Brisbane Basketball Inc., issue any verbal or written comments in reply to any criticism of their Representative Team, the Brisbane Capitals Performance Program, or Brisbane Basketball Inc. without first gaining the approval of the Brisbane Basketball General Manager.
- Coaches are not to use his/her position in recruiting players into a program they are associated with or moving to. Should a player approach a coach for advice on a “best path to follow”, the coach is to refer the player to the Brisbane Basketball Inc., Performance Program Director
- Coaches are required to, at all times, work cooperatively with, and provide support for their Rep Team Manager in the carrying out of the manager’s duties.
- Where practicable, it is advisable that coaches continue to actively coach in Brisbane Basketball Inc. Programs throughout the year of their appointment (Brisbane Capitals Performance Programs and club).

## **Head Coach Only**

- Head Coach will work actively with the Assistant Coach to make their experience with the Capitals Representative Team worthwhile, to maximise their benefit to the team and to assist in their coaching development.
- U14, U16 & U18 GOLD Head Coach will be required to provide a Team Preparation and Training Plan to the Performance Program Director for approval.
- Will undertake the planning and leadership of the trial and selection process of their respective age group until teams are selected paying attention to the accrual of evidence for selection/non selection.
- Coaches must be in a position to respond to an evaluation query
- Head Coach will write a report on their team's preparation for, and performance at, the BQJBC and State Championships.

## **8. APPLICATION PROCESS**

1. Applications made available via Brisbane Capitals website and distributed throughout basketball community
2. Completed applications received at Brisbane Capitals by closing date
3. Acknowledgement of application provided to the applicant
4. Applications checked for compliance with eligibility criteria and listed for presentation to Selection Panel
5. Selection Panel considers eligible applications. Selection Panel consists of up to three (3) members: Performance Program Director and two members approved by the QBL/rep sub-committee.
6. Coaches short-listed for interview if required (U14, U16 & U18 GOLD Coaches).
7. Interviews conducted if required, in person (selection decisions not presented at time of interview)
8. Selection Panel recommends Head Coaches appointment to Management Committee
9. BBL reserves the right to directly appoint to any coaching position.
10. Assistant Coaches selected (see below)

11. Names of selected coaches submitted to BBI Management Committee for confirmation.
12. Candidates (both successful and unsuccessful) notified via mail or email.
13. Successful applicants must agree (signed agreement) to abide by conditions of appointment
14. Successful applicants will be posted on BBI web site.

## **9. IMPORTANT POINTS FOR ALL APPLICANTS INFORMATION**

- Once the Head Coach for the age group is selected, the Selection Panel in consultation with the Head Coach will perform Assistant Coach appointments
- The coach must seek approval from the Performance Program Director for any events, trainings, tours or games outside of the standard Player/Team Development Policy Calendar.
- BBI 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
- BBI 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
- If an appointed coach to any position withdraws, BBI reserves the right to either immediately appoint a replacement or to re-open applications

## **10. APPEALS**

Any appeal concerning the Brisbane Capitals Junior Representative Program will be heard by the BBI Appeal Panel. The decision of the Appeal Panel will be final.

The sole grounds for any appeal are that the selection policy was not properly followed and / or implemented

## 1. Appeals Process

1.1. The applicant must give written notice of appeal to the General Manager, within 48 hours of the announcement of the decision against which the appeal is made.

1.2. Within five (5) working days of submitting the notice of appeal, the appellant must submit to the General Manager the grounds of that appeal accompanied by a refundable deposit of \$250 payable to Brisbane Basketball Inc. The deposit will be refunded should the appeal be upheld.

## 2. BBI Appeal Panel will comprise of the following persons appointed by the BBI Board

2.1. BBI Board member who will act as Chairman

2.2. A person with a thorough knowledge of representative basketball One other person of experience and skills suitable to the function of the BBI Appeal Panel

3. No person is eligible to be appointed to the BBI Appeal Panel if they are a member of the selection panel or by reason of their relationship with the appellant or any member of the BBI Board or the Selection Panel would be reasonably considered to be other than impartial

4. The BBI Appeal Panel will convene a hearing as soon as practicable after the submission of the grounds of appeal. The hearing may occur in such manner as the Chairman decides, including telephone or video conferencing. The BBI Appeal Panel is not bound by the rules of evidence but must observe the principles of procedural fairness.

4.1. Prior to the hearing, the Selection Panel will provide the BBI Appeal Panel and the appellant with a written statement as to the reasons for the decision against which the appeal is made.

4.2. The BBI Appeal Panel will give its decision as soon as practicable after the hearing and will provide the General Manager and the appellant with a statement of the reasons for its decision.

5. Failure to observe the above time limits will render any appeal a nullity, provided that an appellant may apply to the BBI Appeal Panel to hear an appeal in question, for an extension of time in which to commence an appeal. The BBI Appeal Panel may grant such an extension of time only in extenuating circumstances outside the control of the appellant concerned.

6. The findings of the BBI Appeal Panel are final.